

Members Present: Leighton Price, Chris Pratt, Charlie Bletzer, Dick Quintal, Donna Fernandes & Bill Driscoll

Members Absent: Alan Zanotti

7:00 pm Call to Order and Public Comment—

There is no public comment at this time.

7:03 pm Open Appointments: Chris Pratt and Dick Quintal appointments with PGDC expire this month. Mr. Quintal is willing to serve another term and Ms. Pratt reapplied.

7:04 pm Financial Information—

Ms. Pratt received a reimbursement check for \$3,131.00 for an overcharge on the Workingman’s Comp policy. She also received a bill for \$347.00 for the same policy, and then, received a merit credit check for \$233.00. This seems like an error so she asks the Board for the ability to pay the \$347.00 bill if in fact it is correct.

Mr. Driscoll motions and Mr. Bletzer seconds to pay the bill if necessary **Passed | 5-0-0**

Quintal Brothers Produce	
Staff Thanksgiving Baskets	\$360.00

Donna Fernandes	
Reimbursement for turkeys	\$59.87

Mr. Bletzer motions and Mr. Driscoll seconds to pay for staff Thanksgiving baskets **Passed | 4-1-0**
Mr. Quintal abstains

Town of Plymouth	
Contribution for town services	
America’s Hometown Thanksgiving Parade	\$5,000.00

Mr. Driscoll supports the ideology but believes we should not donate money to any event until PGDC works out an Economic Development agreement with the Town.

Mr. Quintal motions and Mr. Bletzer seconds to give the Town of Plymouth \$5,000 to cover service related costs for America’s Hometown Thanksgiving Celebration **Passed | 4-1-0**

Mr. Driscoll abstains for lack of information

GATRA	
Invoice #4	
Site Selection	\$3,069.75

Gatehouse Media

RFP Advertisement \$171.60

JC Computer Services

Invoice # 1126 \$377.50

COMPLUS

Ticketing Services

Invoice # 21427 \$4,224.11

Northeast Printing & Graphics

Invoice # 11424

Parking Permits \$1,518.31

Attorney Marzelli

Professional Services Rendered

Invoice # 18387 \$420.00

Mr. Quintal motions and Mr. Driscoll seconds to pay the bills as presented **Passed | 5-0-0**

Ms. Pratt questions why the Town is billing PGDC for health insurance for retired MEO D. Axon. The Board agrees insurance coverage generally runs on a month-to-month basis, so this should be the last time we receive a bill for it. Ms. Pratt will watch future bills to make sure the Town does not charge us again.

Town of Plymouth

MEO Services

November \$ 7,495.01

Health Insurance for D. Axon \$2,461.18

Mr. Driscoll motioned and Mr. Bletzer seconds to pay the bill **Passed | 5-0-0**

Leighton Price

Formspring

Online permit \$29.99

Mr. Driscoll motions and Mr. Quintal seconds to pay the bill **Passed 4-1-0**

Mr. Price abstains

Insurance agent Joe Balboni emailed the application for our Professional Liability late to Ms. Pratt; the policy expires today. She and Mr. Price filled out renewal paperwork. Ms. Pratt asks for a CNTE \$2,000.00 so she can pay the renewal price when it is billed.

Mr. Driscoll motioned and Mr. Quintal seconds to pay the Professional Liability at a cost not to exceed \$2,000

Passed | 5-0-0

Ms. Pratt will distribute October financials to the Board via email.

7:30 pm

Mr. Driscoll leaves

Park Plymouth—

One Park Place: Mr. Burke and Mr. Price met with Pat O'Brien and Lee Hartman at Town Hall to discuss drafting an agreement with the owner's of One Park Place for the 10 parking spaces at their building. Concerns were raised that PGDC may not have legal authority to lease town-owned parking spaces to an individual or private company. Attorney, Robert Marzelli, confirmed that we do not have the authority to lease these spaces to a private entity; it is something only the Town can do. Mr. Price will draft a letter to the Town Manager explaining the situation, and ask him to address it.

7:39 pm

Vendor Selection for the RFP—

The Board reviews Mr. Burke's summarization of the RFP Paystation Selection Committee. We will need to add one more pay station to cover the new free lot on Water Street, and the Harbor Master is interested in purchasing his own machine for the town wharf. The Board does not mind doing this; however, the Town must pay for the additional machine and incur all additional expenses necessary to maintain service on it. Please refer to the November Handouts in the 2011 Minutes Binder for a copy of the report.

Ms. Pratt motions and Mr. Quintal seconds to purchase 13 units from ITS, including one for the Harbor Master, but he must incur all costs associated with it

Passed | 4-0-0

Park Plymouth Vehicle Purchase:

Ms. Pratt motions and Mr. Quintal seconds to proceed with purchasing a 2012 ford transit from Colonial Ford at a CNTE \$27,000.00, with adjustments for trade in allowance and cash sale

Passed | 4-0-0

Mr. Quintal motions and Mr. Bletzer seconds for Ms. Pratt and Mr. Price to purchase the vehicle before the end of 2011.

8:10 pm

Parking Plan Updates:

Lee Hartmann recommended we vet the Multimodal transportation project with the public before we move forward on the project. There is a public meeting at 7pm on December 8 at NMES.

8:17 pm

Temporarily adjourn the Public Meeting to go into Executive Session under the provisions of MGL, Ch. 39, 23A-24, to discuss organizational and financial matters

Roll Call Vote—

Mr. Quintal

—Yes

Mr. Price —Yes
Mr. Bletzer —Yes
Ms. Pratt —Yes

9:10 pm Mr. Quintal motions and Ms. Pratt seconds to adjourn

Passed | 4-0-0

Respectfully submitted by PGDC Secretary Mr. Alan Zanotti

Signed: _____ Date: _____
Alan P. Zanotti, Secretary

APPROVED