

February 27, 2013

Members Present: Leighton Price, Chris Pratt, Charlie Bletzer, Donna Fernandes, Dick Quintal & Rich Knox

Absent: Alan Zanotti

7:00 pm **Call to Order & Public Comment**

7:00 pm **Park Plymouth—**

Mr. Price announced that Mrs. Arrighi will be joining us to review the GATRA proposals at the Memorial Hall garage.

Website: The mobile and desktop versions of our website are operational and working well. Some editing work remains and Ms. McDonough will address that after the move is complete. Visits to the website are at an all-time high.

Approval of Revised Motorcycle Policy: The Board discussed some revisions to the policy.

Mr. Bletzer motions and Mrs. Fernandes seconds to approve the policy. Passed | 6-0-0

Ms. Arrighi arrived.

7:05 pm **Design Phase of Garage Proposal:** An RFP was sent out for the Phase One design of the garage and 7 were returned. The Board needs to review the proposals and determine which one is best suited.

Mr. Knox motions and Ms. Pratt seconds to appoint John Burke as a representative to select the firm for the design of the garage. Passed | 6-0-0

Ms. Arrighi indicated that the Town wants to review the proposals via John Burke who will be working directly with Bill Fornaciari of the Design Review Board. The GATRA Selection Committee consists of John Burke, David Farmer and Bill Fornaciari. Funding for this project is 80% from GATRA, 10% from the Town and 10% PGDC. The cost may increase and funding will need to be addressed.

Ms. Arrighi left the meeting.

7:15 pm **Report on the Move to 40 Court Street:** Ms. McDonough updated the Board on the status of the move – it went extremely well. She also went over the costs associated with the move and the build out.

Mr. Knox motions and Mr. Bletzer seconds to authorize Mr. Burke to allocate up to \$3,000.00 for office furniture and supplies for the new office. Passed | 6-0-0

Mr. Knox motions and Mr. Quintal seconds to have PGDC meetings at the new office. Passed | 6-0-0

7:45 pm

Park Plymouth Cont'd

Sovereign Bank Lot: Mr. Burke is working with Sovereign Bank to improve their lot and the Brewster Street lot. Items being negotiated include striping the lot, developing signage that improves traffic flow and replacing their signs with language that includes a towing policy for spaces they control. There is a possibility they will still want us to pay for a lot monitor.

MBTA Lot: Mr. Price sent a letter to the MBTA outlining Park Plymouth's interest in leasing their lot. There isn't a current lease.

Water Street Lot: The current lease goes from April 1 to November 30 with an agreement to use the lot as it currently exists and DPW will keep it clean. The front 10 spaces are reserved for the landlord's business. Mr. Beder requested some sort of pedestrian improvement at the lot entrance. The agreement should indicate that the landlord is responsible for any special permit required. The lease amount will be \$5,950.00/annually. Payments are prorated so Mr. Burke will send final comments to Attorney Marzelli before finalizing.

Ms. Pratt motions and Mr. Quintal seconds to continue negotiations and finalize details with Attorney Marzelli. **Passed | 6-0-0**

Permit Sales: Mr. Price indicated that over 1,700 permits were sold during the discount month.

4 Hour Meter Proposal: The Board discussed installing 4 hour meters in some areas that would be exempt for permitted parkers. There would need to be a change in the Parking Ordinance and require the Board of Selectmen's approval.

Duncan Meters: Mr. Burke proposed purchasing 105 IPS credit card accepting meters to replace the Duncans. The replacement cost is \$10,000 for auditing software for the Duncan Meters. Mr. Burke suggests just replacing the 105 meters with IPS instead, selling Duncan inventory, and the revenue bump should be between 15-20% on credit card use. Cost would be approximately \$53,000 for meters and will pay for themselves in 3 years.

Mr. Knox motions and Mr. Quintal seconds to purchase 105 new IPS credit card accepting meters and sell the Duncans for salvage. **Passed | 6-0-0**

8:25 pm

East Bay Grille utilize the Bus RV Lot: East Bay Grill requests they utilize the Bus RV lot for their St. Patrick's Day Celebration. East Bay will provide PGDC with an insurance binder.

Ms. Pratt motions and Mr. Knox seconds to allow East Bay to use the lot on St. Patrick's Day. **Passed | 4-0-2**
Mr. Quintal and Mr. Bletzer abstain.

8:27 pm

Operational Expenses:

Operational Expense Policy: The Director of Operations can authorize approval of a single invoice up to \$2,500.00 but to not exceed \$15,000 in a year.

Mr. Knox motions and Mr. Quintal seconds to approve this authorization policy. **Passed | 6-0-0**

8:30 pm

Financial Donation Requests: Mr. Price suggests we look into developing a Capital Plan for possible donations. Mr. Knox suggests we are in the middle of the year and all funding requests should be made next year 2014.

Electric Car Charging Stations: Patrick Farah, from the Town, discussed that there is a Nationwide Grant for electric car charging stations. There are 100 units nationwide and there are only 50 remaining at a reduced cost. The offer expires in about a week for towns to purchase electric car charging stations. Municipality is responsible for paying for installation and electricity. The Town will look into whether charging for parking spaces is allowed if awarded the grant.

Ms. Pratt motions to support installation cost on North Street, contingent on our ability to continue to charge for parking in the spaces used for these machines. Cost not to exceed \$6,000 for installation.

Motion failed for lack of a second.

9:00 pm

Mr. Burke and Mr. Price will be meeting with the White Horse Beach Committee on the March 13.

9:05 pm

Financial Information:

The Board reviewed Ms. Pratt's letter regarding a Contribution for 400th Committee. This will be revised and sent to Board Members.

Community Reinvestment Policy: Ms. Pratt updated this policy but has been unable to get a response from Ms. O'Brien regarding contributions to the Disabilities Commission. Ms. Pratt asked that the Board approve the new policy at the next meeting and then she will forward it to Ms. Arrighi for the Board of Selectman's approval. After that she will send the payment out.

Invoices:

There is an invoice from the auditors in the amount of \$1,000.00.

There is an invoice from Destination Plymouth for the Annual Meeting Fee in the amount of \$15.00.

There is an invoice from Calvert's Signage in the amount of \$839.66.

Mr. Quintal motions and Mr. Bletzer seconds payment of the invoices as presented.

Passed | 5-0-1

Ms. Fernandes abstains.

9:10 pm

Draft PGDC MOA with the Town: Mr. Price would like input from Board Members.

Board Meeting Start Time: Starting on the March 13th, the meetings will be held at the new space at 40 Court Street and begin at 6:30pm.

9:35 pm

Mr. Quintal motions and Ms. Pratt seconds to adjourn the meeting.

Passed | 6-0-0

Respectfully submitted by PGDC Secretary Mr. Alan Zanotti

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

APPROVED | PGDC PUBLIC SESSION MEETING MINUTES | February 27, 2013 | K.McDONOUGH

APPROVED