

December 18, 2013

Members Present: Alan Zanotti, Leighton Price, Charlie Bletzer, Chris Pratt, Dick Quintal & Richard Knox

Absent: None

6:30 pm Meeting Called to Order

6:31 pm Temporarily adjourn the Public Meeting to go into Executive Session under the provisions of MGL, Ch. 39, 23A-24 (roll call vote) to discuss organizational and financial matters.

Mr. Price —Yes
Mr. Quintal —Yes
Mr. Knox —Yes
Mr. Bletzer —Yes
Mr. Zanotti —Yes

6:50 pm *Ms. Pratt arrived.*

Ms. Pratt —Yes

7:23 pm Return to Public Session

MBTA Lot:

Ms. Pratt motions and Mr. Quintal seconds to allocate up to \$1,000.00 for the cost of the title search on the MBTA lot.

Passed | 5-1-0
Mr. Knox against.

7:30 pm Approval of Minutes:

October 9, 2013

Mr. Quintal motions and Mr. Bletzer seconds to approve the minutes of the meeting.

Passed | 4-0-2
Mr. Price abstains.
Ms. Pratt abstains.

December 4, 2013

Mr. Quintal motions and Mr. Bletzer seconds to approve the minutes of the meeting.

Passed | 5-0-1
Mr. Zanotti abstains.

Staff Appreciation for the Holidays: Park Plymouth staff held its Holiday Luncheon yesterday at the Park Plymouth Office.

Complus Contract for Approval: Mr. Burke and Ms. McDonough had a meeting with Complus and Attorney Marzelli approved the contract for signatures from Mr. Price and Ms. Pratt.

Mr. Knox motions and Mr. Quintal seconds to approve the Complus contract. Passed | 6-0-0

Parking Management Plan Amendment for Approval: The change is as follows: The Park Plymouth Director of Operations is the Town of Plymouth's Parking Clerk only for the purposes of MGL c.90, {20A ½}. This change will be voted on at the next meeting.

DRAFT Update – 2010 Personnel Manual: Mr. Burke prepared an update to the Park Plymouth Personnel Manual from 2010. Changes included an insurance section, change on sick / vacation / personnel time off.

Mr. Knox motions and Mr. Quintal seconds to approve the changes as presented.

Passed | 6-0-0

Transportation and Visitors Center: There was a meeting with the FMA Architect on December 12 and additional revisions to the plan were made. GATRA and the town are looking for Federal Transportation money for this project. Ms. Arrighi, Ms. Jaeger, Mr. Cripps and Mr. Hartmann attended the meeting.

Mr. Burke had a conference call with Mass Development on December 16th regarding assisting with the fit out of the space and estimated costs associated with it.

2014 Permit Program Implementation Plan: Ms. McDonough updated the Board and indicated that all aspects are moving along as planned and Complis is live. Her meetings with the merchants and landlords went well and feedback continues to be positive.

There was some discussion regarding plans and build out permits that are approved by the town and their impact on parking availability. Mr. Burke and Mr. Zanotti will meet with Mr. Hartmann regarding this topic.

FINANCIAL MATTERS:

Draft Audit: Ms. Pratt received the draft audit and it has been reviewed by Mr. Price. There were only a couple of minor issues. Mr. Zanotti will review/approve and Ms. Pratt will send it out next week.

17 R Court Street Lease: Ms. Pratt had some communication with Mr. Hodges and he has agreed with the previously approved amount to settle the 17 R Court Street lease. She will send him a check.

Invoices:

There were 3 invoices from Northeast Graphics for permit printing for a total of \$2,739.21.

Mr. Quintal motions and Mr. Knox seconds to pay this invoice.

Passed | 6-0-0

There was an invoice from Gatra for consulting in the amount of \$2,743.80.

Mr. Quintal motions and Mr. Bletzer seconds to pay this invoice.

Passed | 6-0-0

8:40 pm

Mr. Bletzer excused himself from meeting.

There was an invoice from Quintal Brothers for the turkeys that were in the Holiday Baskets for \$331.92.

Mr. Knox motions and Mr. Zanotti seconds to pay this invoice.

Passed | 4-0-1
Mr. Quintal abstains.

Bus Parking Lot: The Board of Selectmen at the December 16 meeting approved the change in the ordinance to become Bus only from 7:00am until 7:00pm.

RFP Valet Parking: The Board asked Mr. Burke to draft the RFP for this lot. The RFP specifications should include hours of operation - from 7:00pm until 7:00am, for 8 months (during the paid parking season), for use of the entire lot, liability and insurance provisions, and cleanliness of lot. The Board reserves the right to reject any and all bids.

9:10 pm

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

Passed | 5-0-0

Respectfully submitted by PGDC Secretary Mr. Alan Zanotti

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

APPROVED | PGDC PUBLIC SESSION MEETING MINUTES | DECEMBER 18, 2013 | S. CONNOLLY