

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

**Members Absent:** Marlene McCollem & Phil Chandler

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**6:30 pm Meeting Called to Order & Public Comment:** There was no public comment at this time.

**Approval of Public Session Board Minutes:**

***June 24, 2015***

**Ms. Pratt motions and Mr. Quintal seconds to approve the meeting minutes. Passed | 5-0-0**

**Financials**

There was an invoice from Susan Connolly for administrative services from the last meeting up until today in the amount of \$356.25.

There was an invoice from Galvin & Galvin in the amount of \$133.33.

**Mr. Quintal motions and Mr. Bletzer seconds to approve payment of these invoices. Passed | 5-0-0**

**Audit:** Ms. Pratt announced that the audit will be finalized after receiving a letter from Galvin & Galvin.

**Information Request:** The Town contacted Ms. Pratt requesting the pay scales for Park Plymouth employees. She is awaiting a Public Information Request and will comply at that time.

**6:45 pm *Ms. Pratt had to leave to attend another meeting.***

**6:45 pm Capital Projects**

**Middle Street Lot Upgrade:** Mr. Burke has developed a design scope of work plan for this project and is waiting for the boundaries plan to be completed.

**Dumpster Enclosure & Aesthetics:** The base plan is now completed and a draft conceptual plan will be finished next week and it will be brought to the next Board Meeting for review and comments.

**LED Lighting Upgrades:** This project is now complete.

**Parking Lot Security Camera Pilot Project:** Mr. Burke, the Police Departments IT Manger and a representative from ENE (the Town's chosen vendor through the procurement procedure) met and walked the Middle Street Lot to obtain a quote for camera coverage, including night time hours, that the Police Department would have access to. The estimated price for this equipment is very costly and to cover the entire the lot with two camera locations could be over \$20K. There would also be estimated \$125.00 monthly invoice for power and Verizon.

Mr. Price obtained information for a similar system that includes several cameras that have infrared vision at a much lower price. The representative from ENE was teleconferenced in for questions.

Mr. Burke will get a copy of the Police Departments consultant's report and distribute it to the Board along with scheduling a meeting with Chief Botieri.

**Water 4 Lot Improvements:**

**Lighting Improvements:** Mr. Burke is currently in the planning stages with the Town and utility company. Flood lights can be installed at the existing lighting source. Installation of additional lighting in the lot will be costly and include running conduit and that would require a detailed plan.

**Reciprocal License Agreements for Driveway Access:** There has been no response since the last meeting.

**Plymouth Transportation & Visitors Center:**

**Federal Lobbyist Services:** Mr. Burke has distributed supporting letters. He indicated that things seem to be going well.

**Ongoing Design Efforts:** Mr. Burke will continue his efforts with the Historic Commission's architectural suggestions in September if the garage funding is approved. Work has already started on the traffic study.

**Main Street Extension Parking Lot – Parking Garage Feasibility Study:** The scope of work is complete. It will be released if the Tiger Grant is not funded. The RFP also will be released if the Tiger Grant is not funded.

7:26 pm

**Requests**

**Beth Jacob High Holidays:** Beth Jacob is requesting free parking for their High Holidays Special Events to be held September 13<sup>th</sup> from 6:30pm – 10:00pm, September 14<sup>th</sup> from 9:00am–3:00pm & 6:30pm–10:00pm, September 15<sup>th</sup> from 9:00am–3:00pm, September 22<sup>nd</sup> from 6:30pm-10:00pm and September 23<sup>rd</sup> from 9:00am-8:30pm. This is for lot parking only – not street parking. Congregants will be required to post a special dashboard placard.

**Mr. Quintal motions and Mr. Bletzer seconds to approve this request. Passed | 4-0-0**

**Partial Refund:** A downtown resident has requested a refund because she bought a permit while she was waiting for her handicap placard to arrive. She did receive the placard and would like a prorated refund.

**Mr. Zanotti motions and Mr. Bletzer seconds to approve this individual request. Passed | 4-0-0**

**July Permit Report:** Mr. Egan announced 66 permits were sold in July. Most people have chosen the limited permit route this year.

**July Revenue:** Revenue from all sources for the month of July was \$179K.

**Howland Street Lot Update:** Mr. Egan spoke with Mr. Cronin and continued discussions on this lease.

**Dutch America Update:** Mr. Egan informed the Board that there have not been any further problems. *(Mr. Bletzer would like the subject of permitting trailers be added to the agenda of a future meeting.)*

**Striping Work Update:** Mr. Egan announced that all striping work is completed on Town Wharf.

**EV Charging Station Update:** Mr. Egan informed the Board that the unit is installed and up and running on the Charge Point website.

**Lothrop Street Driveway Signs:** Mr. Egan has had signs made and installed for this lot.

**Town Wharf 15-Minute Meters:** Mr. Egan said the meters are installed and they are working out a few issues including having more/larger/brighter 2- hour stickers installed on these meters.

**Downtown Business Survey Feedback:** Mr. Egan has conducted some of the downtown surveys. People have given their input. He will continue the surveys and report back at the next meeting.

**7:50 pm**      **Mr. Zanotti motions and Mr. Quintal seconds to adjourn the meeting.**      **Passed | 4-0-0**

Respectfully submitted by PGDC Secretary Mr. Alan Zanotti

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Alan P. Zanotti, Secretary

**APPROVED | PGDC BOARD OF DIRECTORS PUBLIC SESSION MEETING MINUTES | August 12, 2015 | S. CONNOLLY**

**APPROVED**