

Members Present: Leighton Price, Alan Zanotti, Chris Pratt, Dick Quintal, Charlie Bletzer, Phil Chandler
& Patrick Flaherty

Members Absent: None

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

CAPITAL PROJECTS

Plymouth Transportation & Visitors Center:

Architectural Renderings: Mr. Burke went back to the 400th Executive Director as directed by the Board to see if they would contribute one half of the cost for the architectural renderings to market this project to the 3 potential legacy donators. Given the programmatic fundraising efforts underway for the 400th year events she indicated that it would not likely be approved.

The Board discussed whether they could reach out directly to the potential donors but requested that Mr. Burke make sure that the 400th has completed their discussions with these potential donors before doing so.

6:57 pm Mr. Quintal arrived.

Main Street Extension Parking Lot Update: There was a kickoff meeting held at Town Hall with Alan Simon Design, Town Engineering, Town Planning and Economic Development, Mr. Egan, Mr. Burke and Mr. Price attended. The attendees transferred a tremendous amount of information, data and plans. Mr. Simon will attend a PGDC Board meeting in late February to present his initial concept findings.

7:08 pm Middle Street Lot Improvement Project:

(Mr. Chandler recused himself from this topic.)

Dumpster Consolidation/Implementation Issues & Concerns: As directed by the Board, Mr. Burke had conversations with Ms. Park of the Town Manager's Office seeking more information regarding the Board of Selectmen's endorsement condition that "adequate compensation" be provided by businesses using the town lot for the dumpsters. Mr. Burke reviewed with her what was discussed at the Board meeting regarding using lost or foregone parking revenue as the value of the spaces to be used by the dumpster enclosure. There was also the suggestion that the cost of the dumpster enclosure, if paid for by PGDC, should be reimbursed by the businesses.

The Board then discussed having a meeting with the businesses using the dumpsters. They also discussed the possibility of the users screening in the dumpsters themselves.

The Board discussed potential "adequate" annual costs as follows:

\$2,400 Parking Revenue Loss (\$1,200 per space) as the value of the land
\$1,200 Enclosure Replacement over 10 years (annually) to recoup the estimated \$12,000 enclosure.

This would result in \$3,600 annually or \$300/month. If there were three businesses using the dumpster that would be \$100/month each business.

Mr. Burke noted that regardless of who builds the enclosure (PGDC or the businesses) they must go through the permitting process to build it, which he believes would involve engineering and the building department.

Mr. Burke will invite the business involved to the next meeting for discussions.

8:05 pm

Middle Street Security Camera Pilot Project:

Meeting with Police Department: Mr. Price, Mr. Burke and Mr. Egan presented the pilot camera findings to the Police Department and it was received very well. The video still needs to be tested during the dark hours to see how it performs. The location where the camera should be installed was discussed and Mr. Egan will work with Mr. Chandler on having the camera mounted on his building.

Water Lot 4 Expansion:

Potential: Mr. Burke and Mr. Egan met with the General Manager of the 1620 Hotel about potentially purchasing or leasing the remaining hotel-owned spaces in the Water Lot 4. The General Manager would like to go through the entire summer season to see what their parking needs will actually be before considering lease/sale of any spaces. Mr. Burke suggested that the hotel GM meet with Mr. Hartman regarding any concerns of how that lease/sale would impact his zoning-required parking. Mr. Burke will contact the hotel in the fall to revisit this topic.

PGDC ITEMS

Financials:

There was an invoice from Susan Connolly for administrative services from the last meeting up until today in the amount of \$190.00.

Mr. Zanotti motions and Mr. Quintal seconds to approve payment of this invoice. Passed | 7-0-0

Insurance Audit Adjustment: Ms. Pratt received notification of some audit adjustments from the 2014–2015 and 2015-2016 that resulted in additional charges. She will contact the insurance agent for clarification.

There was an invoice from Destination Plymouth for \$1,000.00 for annual membership renewal.

Mr. Bletzer motions and Mr. Zanotti seconds to approve payment of this invoice. Passed | 7-0-0

Audit: Ms. Pratt will call Ms. Scappini to schedule the audit starting the first week in March.

Bank Balances: Ms. Pratt went over the balances in each account and the Board discussed some alternatives for investing / protecting this money.

Annual Meeting: There will be an annual meeting held on February 3, 2016 and election of Board Officers will be held.

OPERATIONAL ITEMS

Online Purchase (2016) Update: Mr. Egan said that so far for 243 permits have been sold and 39 of them were purchased online.

Wi-Fi Hotspot: Mr. Egan would like to purchase a Wi-Fi hotspot device to operate the camera. Mr. Flaherty indicated that any iPhone can be used for a connection.

Ms. Pratt motions and Mr. Bletzer seconds to allow the purchase of this equipment.
(Ms. Pratt withdrew the motion.)

Snow Blower Use & Storage: Mr. Egan mentioned looking into a trailer to transport the snow blower from location to location. This would also require a trailer hitch installed on the van. Mr. Egan will look into pricing and report back at the next meeting.

2016 Budget: Mr. Egan continues to work on his portion of the budget and will send it to Ms. Pratt as soon as it is complete.

Year Round Parking/Budget: The Board discussed planning for next December and 2017 assuming year-round paid parking in high demand areas is in place.

8:50 pm Ms. Pratt motions and Mr. Bletzer seconds to adjourn the meeting. Passed | 7-0-0

Respectfully submitted by PGDC Secretary Mr. Alan Zanotti

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

APPROVED | PGDC BOARD OF DIRECTORS PUBLIC SESSION MEETING MINUTES | January 20, 2016 | S. CONNOLLY