

Members Present: Leighton Price, Chris Pratt, Alan Zanotti, Dick Quintal & Marlene McCollem

Members Absent: Charlie Bletzer & Phil Chandler

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

Approval of Public Session Board Minutes:

May 20, 2015

Ms. McCollem motions and Ms. Pratt seconds to approve the meeting minutes. Passed | 4-0-0

Financials

Invoices: There was an invoice from Susan Connolly for administrative services from the last meeting up until tonight's meeting in the amount of \$270.75.

There was an invoice from Leo Scappini for the 2014 audit in the amount of \$3,250.00.

Mr. Zanotti motions and Ms. McCollum seconds to approve payment of these invoices.

Passed | 4-0-0

Insurance: Ms. Pratt will review 2 current insurance invoices and will pay if approved.

6:35 pm *Mr. Quintal arrived.*

Health Insurance Update: Ms. Pratt announced that Harvard Pilgrim Health was chosen as the insurance provider with a start date of July 1, 2015.

Financials Summaries: Mr. Price said the financials for April and May had been distributed to the Board. Mr. Price had some suggestion on how a portion of the report should be broken down. This change will take effect next year.

Figures Request: Ms. Pratt has asked for figures for Handicap Citations and tickets issued outside our jurisdiction by the Police Department for the January through June time period in order to send the checks to the Town.

Office Parking Lot: The Board discussed that one of their members was charged for parking in the office lot during the July 4th Parade.

6:45 pm Operational Items

June Permit and Citation Report: Mr. Egan went over June permit sales and citations issued. There were 1794 permits sold to date with a majority being limited permits. The amount of citations issued is slightly down since last month.

Requested Lot Use: Ms. Arrighi, Town Manager, attended the meeting to request use of the Howland Street Lot for contractors during the construction of the new Town Hall. This project will take an estimated 2 years and she is seeking use of approximately 30 spaces in this lot from 6:30am until 5:00pm- Monday through Friday with the possibility of weekends. The Board discussed managing this lot, the current lease, plowing & sanding issues, insurance, etc.

Mr. Zanotti motions and Ms. Pratt seconds to allow Mr. Egan to negotiate with Mr. Cronin about extending the lease on this lot for 2 years (for the entire year) for a cost of \$5,000 per year.

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

Mr. Zanotti motions and Ms. Pratt seconds to charge the town a discounted rate of \$15.00 per permit/space for 18 spaces and the Town would be responsible for plowing, sanding, striping and to distribute/maintain the permit placards.

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

Dutch American Update: Mr. Egan has not had any additional issues and staff continues to monitor the situation.

Ticket Request: There was a request from women who paid her ticket late by 4 days and then incurred \$20.00 late fee and then incurred another \$20.00 fee for a total of \$40.00. The Board said that Mr. Egan can waive late fees at this discretion.

Ms. Pratt motions and Ms. McCollum seconds to waive the late fees associated with this ticket.

Passed | 5-0-0

Striping Update: Mr. Egan updated the Board on the striping and it is 98% complete. School Street has been removed from the striping list because it is constantly full of vehicles and construction will start soon.

EV Charging Station Update: Mr. Egan said that the charging station is now connected, operating and the signage is up. The staff will begin monitoring this space. There is information available for phone support, trouble shooting with Charge Point. There is a onetime \$349.00 activation fee and then 3 year service agreement for \$700 x 2 charging station for \$1,400.00 for a total of \$1,759.00. Susan Connolly will contact the insurance agent to add this charging station to the insurance policy.

Mr. Zanotti motions and Ms. McCollum seconds to purchase the 3 year contract with Charge Point.

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

7:55 pm

Town Request to Remove Meters: Mr. Egan received a request from the Town to remove a metered space in front of Anna's Restaurant on Water Street and then add 2 metered spots on the wharf side of Anna's.

Ms. Pratt motions and Ms. McCollum seconds to except the Towns request as presented.

Passed | 5-0-0

Office Space: Mr. Egan looked at 25 Sandwich Street for a second time. The space is 2664 square feet with very little parking. The Board discussed the pros and cons for this property.

Lothrop Street Sign: Mr. Price suggested that directional signage be installed on the corner of Water and Lothrop Street to guide people to this lot.

Downtown Survey: Mr. Egan proposed some changes to the downtown survey that will be conducted in the next few months.

Debit Card: The Board discussed changing the name on the debit card from Mr. Burke to Mr. Egan.

Race Committee: Mr. Price noted that The Board of Selectman established a race committee and Mr. Egan should speak with them and express the PGDC's concerns /opinions.

8:20 pm

Capital Projects

Plymouth Transportation & Visitors Center: Mr. Burke said that they are proceeding with the Massachusetts and local Historical Commissions while awaiting grant notification. The traffic study is also underway.

Tiger Grant Application/ Lobbyist: Mr. Burke updated the Board on the Lobbyists activities and the scope of work involved.

Middle Street Lot Improvements: This project went to RFP and Beals & Thomas was the low quote and awarded the contract with an original quote of \$34,500.00 – then reduced to \$26,000.00 (the budget was \$20,000.00). They will start with that survey, boundaries and a conceptual plan.

Mr. Zanotti motions and Ms. Pratt seconds to increase the budget by \$6,000 to \$26,000 for this project. **Passed | 5-0-0**

Security Camera Proposal: Mr. Burke said he received a proposal from the Town's security camera vendor for \$10,600 to install a camera on a pole in the Middle Street lot.

8:45 pm

Temporarily adjourn the Public Meeting to go into Executive Session regarding a property matter under the provisions of MGL, Ch. 39, 23A-24 (roll call vote).

Mr. Price	—Yes
Mr. Zanotti	—Yes
Ms. Pratt	—Yes
Mr. Quintal	—Yes
Ms. McCollem	—Yes

9:20 pm

Return to Public Session

9:20 pm

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

Passed | 5-0-0

Respectfully submitted by PGDC Secretary Mr. Alan Zanotti

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