

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

Members Absent: Phil Chandler

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

Introduction of Parking Operations Manager

Desmond Egan: Mr. Price introduced Desmond Egan to the Board. Mr. Egan outlined his experience in parking etc. and he is excited to be working for Park Plymouth.

6:32 pm Mr. Bletzer arrived.

February Permit Sales/Citation Issued

Status: Mr. Burke said that to date there have been 737 permits sold – 246 of those permits are limited permits (33.3%); compared to last year at 11%. Seniors are 165 of the 246 limited permits sold. There have been 6 downtown resident permits sold compared to 60+ last year.

Communication

Downtown Merchant/Resident: Mr. Burke received a letter from a downtown merchant suggesting that when a vehicle parks in a 2 hour limit space, that enforcement officers have the ability to issue a second ticket on that vehicle if it remains there for an extended period of time. Mr. Burke indicated that this is standard in the parking industry.

Mr. Zanotti motions and Mr. Quintal seconds that the enforcement officers have the ability to issue 2 tickets to the same vehicle for the same violation when it exceeds time limits. Passed | 5-0-0

Request for Limited Permits: South Shore Women’s Resource Center has requested 6 limited permits for their staff - 1 is for a Plymouth resident and 5 are for out of town staff. The total for these permits would be \$275.00.

Ms. Pratt motions and Mr. Bletzer seconds to approve this request. Passed | 5-0-0

Financials

Invoices: There was an invoice from Susan Connolly for administrative services for the second portion of March for up until this meeting in the amount of \$403.75.

Mr. Quintal motions and Mr. Bletzer seconds to approve payment of this invoice. Passed | 5-0-0

There was an invoice from Galvin & Galvin in the amount of \$1,239.99.

Mr. Quintal motions and Mr. Bletzer seconds to approve payment of this invoice. Passed | 5-0-0

Audit: Ms. Pratt informed the Board that the audit was held on Monday and that it went well.

January Financials: Ms. Pratt has the January 2016 financials and will send them out to the Board.

Draft Budget: Ms. Pratt and Mr. Burke continue to work on the 2015 Budget and will be presenting it at the next Board meeting.

Capital Plan: Mr. Burke sent a draft 2015 Capital Plan to Ms. Pratt and this will be discussed at the next Board meeting.

Community Redevelopment: We currently reinvest up to 5% of our net revenue back into the community. The Board discussed the possibility of changing the percent reinvested.

Graffiti Bylaw: Ms. Pratt outlined this project that has been performed by Community Development. It is a program that helps pay for supplies to have graffiti removed from private property (pay for paint and supplies). Community Development will no longer fund this program and Ms. Pratt suggested that the PGDC make a donation that would not exceed \$5,000 to continue to program.

This item will be brought back up at a later Board meeting.

Proposed Full-Time Customer Service Position: Mr. Burke would like to change Sue Bykowski's position from part-time to full-time position and to increase her pay from \$14.50 to \$16.50. The change is warranted given year-round staffing needs for enforcement and customer service.

Ms. Pratt motions and Mr. Bletzer seconds to approve this change based on Mr. Burke's recommendation.

Passed | 5-0-0

2015 Office Expansion

Options: Mr. Burke discussed that the office is completely full and there is need for additional space specifically for the PGDC files. He spoke with Mr. Cronin and there is a small office in the building 150 sq ft and would be \$300.00/per month. Ms. Pratt was against this option and would like some time to consider other alternatives. The Board discussed the need for additional space in general.

This topic will be discussed again at the next meeting.

2015 Paid Parking Season Rollout

Howland Street: Mr. Burke updated the Board on this newly-leased, which will be designated for Park Plymouth permit holders only. The lot needs to be striped and signage installed.

Water Lot #4: Mr. Burke said that flyers will be sent out to area businesses and residents to inform them that this is now a paid lot.

7:40 pm

Loading Zone Enforcement: Mr. Quintal expressed his concern over parking in loading zones. Mr. Burke discussed the two requirements for loading: 1) a person must be actively loading; and 2) there is a 20 minute limit. Parking is not permitted. He noted that one of the current loading zones in front of Brennen's Smoke Shop was allowed by prior Board direction to allow short-term in and out. The Board discussed the possibility of changing this to 20 minute parking or possibly changing 1 other space down town to a 15 minute space.

8:00 pm

Snow Plowing: Mr. Price sent the Board a memo about the MOA and what it states relating to snow removal. There are several issues with what the PGDC can and cannot do as far as snow removal is concerned. The Board agreed that this year has been one of kind and that it probably will never happen again, but the MOA may need some modification as far as the downtown lots are concerned.

Parking Lot Agreements

Bus Lot Lease: Mr. Burke brought up the Bus Lot lease and will check with Mr. Galvin on the language of the original lease to see in if it can be extended for another year. East Bay would be interested in adding Saturday and Sunday days and holidays if possible.

Water #4 Lot Expansion: Attorney Galvin has met with the hotel's attorney to work out some of the remaining issues. They would like assistance with the zoning requirements if they sell the hotel and would like a reciprocal agreement with the driveway as it pertains to maintenance. Town would have to sign off on the zoning aspect and Mr. Burke mentioned that a license agreement could be developed until town meeting can address this issue per Attorney Galvin.

Plymouth Transportation &Visitors Center

Abutters Meeting: Mr. Price said the meeting went well but there were not a lot of attendees.

Historic Commission Meeting: There is a meeting scheduled for April 1st to discuss/review the garage design.

The 400th Committee: They would like a follow up meeting with the PGDC to discuss a possible investor and would like to meet on April 3rd.

8:25 pm

Citations/Penalties

Fines: The board discussed their previous action to raise \$15 fines to \$20 and they agreed to delay this item for implementation to a later date.

Ms. Pratt motions and Mr. Bletzer seconds to table citation increases. Passed | 5-0-0

Mr. Burke notified the Board that the assault on one of the enforcement officials is going to trial on Monday.

8:30 pm

Mr. Quintal motions and Mr. Bletzer seconds to adjourn the meeting. Passed | 5-0-0

Respectfully submitted by PGDC Secretary Mr. Alan Zanotti

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