

**Members Present:** Leighton Price, Chris Pratt, Dick Quintal & Phil Chandler

**Members Absent:** Alan Zanotti & Charlie Bletzer

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

**Financials**

**Audit:** Ms. Pratt asked Susan Connolly to complete the 2014 financial filing before the auditor comes into the office within the next couple of weeks.

**Budget:** Ms. Pratt and Mr. Burke are working on the 2015 Budget. They need to go over the Community Development and the Parking Development portion of the budget. Community Development was under budget for last year – and revenue was up.

There was an invoice from Susan Connolly for administrative services for the second portion of February up until this meeting in the amount of \$140.00.

**Mr. Quintal motions and Mr. Chandler seconds to approve payment of this invoice. Passed | 4-0-0**

**IPS Meter Batteries:** Mr. Burke received a quote from IPS for 29 new rechargeable batteries (this includes cables and card readers) for a total of \$3,496.00.

**ITS Pay Station Batteries:** Mr. Burke received a quote from ITS for batteries for the pay stations (this includes LCD screens and credit card cleaners) in the amount of \$3,204.36

**Ms. Pratt motions and Mr. Chandler seconds to approve the purchase of these items. Passed | 4-0-0**

**Alarm Access:** The lease with the landlord indicates he must have key access to the space but does not mention alarm access. Ms. Pratt would like the landlord notified that there is direct conflict that the new building manager have access to the office space.

**DUA:** There is an invoice for \$419.85 from The Division of Unemployment for 2 of the seasonal employees.

**Mr. Chandler motions and Mr. Quintal seconds to approve payment of this invoice. Passed | 4-0-0**

**PayPal Account:** Mr. Price has moved the money that was in the PayPal account over to the Rockland Trust account. The PayPal account can now be closed because it is longer used to purchase permits.

**Galvin & Galvin Invoice:** There is an invoice for \$1,293.34 from Attorney Galvin to conduct Board member interviews and bylaw research.

**Mr. Quintal motions and Mr. Chandler seconds to approve payment of this invoice. Passed | 4-0-0**

6:50 pm

**Park Plymouth Website**

**Development Progress:** Staff has been reviewing the site and Mr. Price has some additional changes that have been submitted to Kim Hutchinson. The site will go live soon.

7:00 pm

**Communication**

**Speedwell Tavern:** There has been a request from Speedwell Tavern to use parking space in the Middle Street lot for a dumpster. The Board discussed this topic and agreed that the PGDC does not regulate dumpsters and that would be the town's decision.

Mr. Burke notified Mike Galla regarding the dumpster request. The Board of Health should also be included in these decisions. Speedwell Tavern will be notified to let them know of the referral to the Town.

**Nosh Tavern:** There has been a request from Nosh Tavern to change some of the 15 minute parking spaces around their area. There are currently 8 (eight) 15-minutes spaces around this area. Four (4) in the Tedeschi lot, 2 are on Main Street in front of Dominos Pizza and 2 on Market Street Extension (previously used for Honey Dew donuts). The Board recommended that a survey be performed in this area to see if there is a need for change in time limits.

**Year Round Parking:** Mr. Burke indicated that over the winter, there have been number of requests to enforce parking year round in the downtown area.

**Polar Plunge:** Because of storm damage to Plymouth Beach, the Polar Plunge will now take place at Nelson Park on March 7<sup>th</sup>. The Board agreed to permit this event. All attendees will need to park lawfully.

**Out of Town Commercial Fisherman:** There is a Commercial Fisherman who lives in Plympton but also owns 2 residential properties in the town of Plymouth. He has been issued a resident commercial fisherman permit in the past. He wants the resident discount because he owns 2 residential properties that he pays taxes on. He indicated that he is eligible for Town discounts on Town permits. The Board agreed to issue him this permit with the Resident discount.

**Parking Lot Agreements**

**Lothrop / Radisson Lot:** Mr. Burke received the purchase and sale agreement from Attorney Galvin and will distribute it to the Board. The proposed purchase price would be based on the per-square-foot purchase cost of the MBTA purchase. It would require a 10% down payment and Planning Boards approval for the division of land. Ms. Pratt would like the 10% deposit to be refundable.

**Space Lease Back:** PGDC will be leasing 6 parking spaces to the Radisson over the next 10 years.

**Ms. Pratt motions and Mr. Chandler seconds to charge \$400.00 per/space –per/year for 10 years.**  
**Passed | 4-0-0**

**Howland Street Lot:** Mr. Burke relayed that Mr. Cronin would agree to lease this lot for \$100 per space based on an estimated 50 spaces for a total of \$5,000.00 for March 1 through November 30<sup>th</sup>. The \$100 per space rate is based on the Water Street lot lease rate. Half the payment would be due March 1 and second half is due September 1st. Mr. Cronin's attorney has added a section on hazardous materials. Attorney Galvin is currently reviewing the lease and Mr. Burke will pass on the Boards concerns on this subject.

## 2-Hour Parking Surveys

**Surveys:** Mr. Burke indicated that the surveys have been put on hold because of the weather. This project will begin when the weather clears in late March.

7:40 pm

**Parking Lot Snow Report:** Mr. Burke estimated that to date Will Parsons plowing services were approximately \$5,000 - \$7,000. Ms. Pratt would like him to complete a 1099 form. The current process has been to salt after every storm and clear out the spaces and aisles only per Agreement with the Town. The Town usually removes snow piles each year so that the lot does not continue to freeze over at night and need to be salted again and again. The Town has not removed any piles of snow from the lots as done in the past.

Mr. Burke will solicit bids for snow pile removal and bring them to the next Board meeting. Mr. Burke will speak with Mr. Beder regarding their snow removal plans as well and report back.

8:00 pm

## Parking Operations Manager

**Interviews:** Mr. Burke and Mr. Price interviewed 4 candidates – all had parking background. Desmond Egan from Braintree has been offered the position. He has accepted the offer and will tentatively begin on March 16 or March 23<sup>rd</sup>. He will be introduced at a Board Meeting in March. With the addition of Mr. Egan, Mr. Burke's hours will go down from 30 hours to 25 hours per week for the paid parking season and then 20 hours during the non-paid season.

**Board Vacancy:** Mr. Price received a couple of names of interested people but would like to continue the search with an emphasis on people that have a local background. The application deadline is March 20<sup>th</sup>.

## Plymouth Transportation & Visitors Center

**Zoning Review:** There needs to be meeting scheduled with the architect, the fire Chief and Ms. Arrighi regarding fire access and code issues with the current facility design. Mr. Burke will coordinate the meeting and Mr. Quintal will reach out to the Fire Chief.

8:30 pm

## Hearing Officer

**Update:** Officer Solitro attended the meeting and updated the Board on the Hearing Process. Currently the appeals are coming in 3 ways; Complus, written and via hearing. He has noticed a rise in the appeals that are through the email system and found them to be more frivolous- these tickets are upheld 75%-80% of the time. He noted that in-person appeals are upheld approximately 60% – 70% of the time. But keep in mind that only 60%-70% of the scheduled people show up for their hearing.

Some hearings are for handicap placards that have fallen off the dashboard and that he has not had a second hearing with the same individual. Repeat appeals mainly come from two areas: use at pay stations and adding time to the pay station. John Burke noted that the add time/extend by phone service at the pay station would be eliminated in 2015, which would reduce these appeals. Park Plymouth's pay by phone service already provides time extension and works well.

Mr. Solitro also indicated that some of the appeals that come from Nelson Park – where there are not enough spaces for the demand. John Burke noted that the enforcement officers are now taking pictures of each violation and attaching them to the appeals which assists in the hearing officer making his determination and reduces voids.

9:00 pm

Mr. Chandler motioned and Ms. Pratt seconds to adjourn the meeting.

Passed | 4-0-0

Respectfully submitted by PGDC Secretary Mr. Alan Zanotti

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

APPROVED

APPROVED | PGDC BOARD OF DIRECTORS PUBLIC SESSION MEETING MINUTES | February 25, 2015 | S. CONNOLLY