

Members Present: Leighton Price, John Morse, Tatum Stewart, Phil Chandler, Jay Kimball & Jim Emmett

Members Absent:

****Massachusetts state law S2475 has been extended to allow meetings to be a live in-person, hybrid, or fully remote until March 31, 2023. The PGDC Board of Directors has chosen to continue doing the board meeting remotely until further notice.**

Instructions for joining this meeting via Zoom.com are provided at the end of this Agenda. Please note that this meeting will be recorded via Zoom.com and/or by the PGDC Clerk. Thank you for your participation in this manner and for understanding the importance of keeping members of the Board and the public safe.

Members of the public who want to participate by phone (voice only) may dial one of the numbers given in the instructions and then key in the Meeting ID and/or Pass code as requested on the phone call.

5:30 pm Meeting Called to Order
Roll call vote - present for the meeting.

Mr. Price	—Present
Mr. Morse	—Present
Ms. Stewart	—Present
Mr. Kimball	—Present
Mr. Chandler	—Present
Mr. Emmett	—Present

Passed | 6-0-0

5:30 pm Meeting Called to Order & Public Comment: There was no public comment at this time.

OPERATIONAL ITEMS

Update on 4 North Street:

Roof Repair Update: Mr. Egan said they continue to work on repairing the roof for leaks that are in the Park Plymouth portion on the office.

Catch Basin Issue: Mr. Egan said that there was so much rain yesterday that the catch basins could not handle it. There is a one foot curb around the lot and the water went over the curb and down the wall to the house below. Mr. Egan met with the homeowner and discussed the catch basin problem.

The Board discussed the catch basin issue at length and agreed that Merrill Engineering, who previously performed work for us on the lot get involved in finding a solution. They will need to find out the elevations etc. in the parking lot.

The Board requested getting a cost estimate from Merrill on new catch basins, repairing existing ones or recommendations on the drainage issue. Mr. Morse said there needs to be more information/study on the parking lot.

Mr. Kimball motions and Mr. Morse seconds to engage Merrill Engineer to perform a cost estimate to repair the drainage issue.

Mr. Price	—Yes
Mr. Morse	—Yes
Ms. Stewart	—Yes
Mr. Chandler	—Yes
Mr. Kimball	—Yes
Mr. Emmett	—Yes

Passed | 6-0-0

Meeting with Assessor's Office: Mr. Egan said the visit from the Assessor's Office is scheduled for March 22, 2023.

4 North MEP / Architect Design Services Update: Mr. Egan said that some MEP representatives came to the building last week and performed various tests and measurement of the existing systems. They also went over the buildings fire system.

Update on 15 - 23 Court Street: There is no new information on this topic. Mr. Price and Mr. Egan discussed seeking a dismissal of charges and will speak with Attorney Galvin.

2023 Permit Sales Update: Mr. Egan said that they have sold 305 permits to date which is down 23 from the same time last year.

Passport Software Upgrade Update: Mr. Egan said the Passport upgrade is a completely new system and has some issues and staff is continuing to work with Passport to address the problems.

White Horse Beach - New Fine Schedule: Mr. Egan said the new fine schedule for the White Horse Beach Area was approved by the Select Board last night. The new citations fees were also approved at with the State level. The tickets with this change of rate will be ordered and the handhelds will be updated. A special Security Team will be writing these tickets.

Reduced Hourly Rate for Parking Deck Update: Mr. Egan informed the Downtown Waterfront District and the Chamber about the change of rates (\$1.00 per hour and/or \$5.00 all day) for the Parking Deck and put it on our social media accounts. They have created a new zone with Passport and signage is complete and a-frames will be put out.

Mr. Egan's Spending Threshold: The Board discussed Mr. Egan's spending threshold which is currently \$3,500 and would like to increase it to \$5,000.

Mr. Chandler motions and Ms. Stewart seconds to increase Mr. Egan's spending threshold to \$5,000.

Mr. Price —Yes

Mr. Morse —Yes

Ms. Stewart —Yes

Mr. Chandler —Yes

Mr. Kimball —Yes

Mr. Emmett —Yes

Passed |6-0-0

January Financials : Mr. Egan said revenue came in at \$22K and the forecast was \$26K.

Water Street Project – Parking Impact Mr. Egan said as the project continues to move down the street, they will introduce new spaces into inventory. The schedule has the project completed before June 1st.

Mr. Egan took an inventory and reduced the income into the 2023 Budget and believes it to be well over \$20K in revenue. Linchris hotels did request that we open Water 4 because of all the equipment in their lots.

The Board discussed business owners' insurance, the Jerky Store being condemned, and apartment building being evacuated for 2 nights all because of earth/water stabilization of this project.

2023 Budget Review and Approval: Mr. Egan sent out the 2023 Budget for review and approval. He will make changes to the revenue because of Water Street and the construction impact for April and May.

Mr. Chandler motions and Ms. Stewart seconds to approve the 2023 Budget as a working document.

Mr. Price	—Yes	
Mr. Morse	—Yes	
Ms. Stewart	—Yes	
Mr. Chandler	—Yes	
Mr. Kimball	—Yes	
Mr. Emmett	—Yes	Passed 6-0-0

Old Office Space: The Board discussed that there is 4 years remaining on the lease for this property and suggested offering some sort of reduced rate or subsidizing a portion of the rent. Mr. Price will speak with Mr. Hallisey about this lease to get the space rented.

Discussion of Continuation of Appellate Court Case: Mr. Egan said the individual that appealed their ticket and was denied has now filled an Appeal with the Appellate Court.

Mr. Emmett motions and Ms. Stewart seconds to take no action on this matter and reinstate the ticket (after approval from Attorney Galvin).

Mr. Price	—Yes	
Mr. Morse	—Yes	
Ms. Stewart	—Yes	
Mr. Chandler	—Yes	
Mr. Kimball	—Yes	
Mr. Emmett	—Yes	Passed 6-0-0

Water 4 Parking Area Reopened: Mr. Egan said this lot was reopened on Monday, March 13, 2023 in anticipation of the busy St. Patrick’s Day festivities.

OTHER PGDC ITEMS

Open PGDC Board Seat - Term Expiration Dates: Mr. Price was reappointed at last night’s Select Board Meeting. at this meeting and was sworn in today. Mr. Joseph Cipollo was approved to the PGDC Board at last night’s Select Board Meeting as well. He will be sworn in sometime next week.

Disability Commission Use of Funds from PGDC: Mr. Price and Mr. Egan read the report that has recommendations for the Town to be more handicapped assessable. They found several projects that the report recommends and would like to recommend them to the Disability Commission to use some of the \$75K that is currently in this fund.

July 4th Fireworks Request Mr. Egan received a request from Mr. Wells from the July 4th Fireworks Committee, seeking an additional \$5K from the original annual grant of \$5K for a total grant of \$10K.

Mr. Chandler motions and Mr. Kimball seconds to increase the 2023 grant from \$5K to \$10K for the July 4 Fireworks – these funds are dedicated to town services.

Mr. Price	—Yes	
Mr. Morse	—Yes	
Ms. Stewart	—Yes	
Mr. Chandler	—Yes	
Mr. Kimball	—Yes	
Mr. Emmett	—Yes	Passed 6-0-0

Invoices:

There was an invoice first invoice from Matz Collaborative for \$14K –(the total for the project will be \$110K).

Mr. Kimball motions and Mr. Emmett seconds to approve payment of this invoice.

Mr. Price —Yes

Mr. Morse —Yes

Ms. Stewart —Yes

Mr. Chandler —Yes

Mr. Kimball —Yes

Mr. Emmett —Yes

Passed | 6-0-0

Park Plymouth Simple IRA Update: Mr. Egan said that all the information has been completed with the payroll company and the deductions will begin with this Monday’s paycheck.

Health Insurance Increase: Mr. Egan received notification that the Health Insurance is increasing by 12%. The cost of the health insurance is still split 50% 50% with employee and Park Plymouth.

7:10 pm Mr. Morse motions and Mr. Chandler seconds to adjourn the meeting.

Respectfully submitted by PGDC Secretary - Ms. Tatum Stewart

Signed: *Tatum Stewart*

Date: *8-8-2023*

APPROVED | PGDC BOARD OF DIRECTORS PUBLIC SESSION MEETING MINUTES | March 15, 2023 | S. CONNOLLY