

May 3, 2023

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

**Members Absent:** John Morse & Joe Cipollo

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On March 29, 2023, Governor Healey signed into law a supplemental budget bill Chapter 2 of the Acts of 2023, An Act Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency, signed into law on March 29, 2023, which extends the temporary provisions pertaining to the Open Meeting Law to March 31, 2025., Specifically, this further extension allows public bodies to continue holding meetings remotely without a quorum of the public body physically present at a meeting location, and to provide "adequate, alternative" access to remote meetings. The language does not make any substantive changes to the Open Meeting Law other than extending the expiration date of the temporary provisions regarding remote meetings from March 31, 2023 to March 31, 2025. The PGDC Board of Directors has chosen to continue holding 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 Passcode as requested on the phone call.

**5:30 pm Meeting Called to Order**  
**Roll call vote - present for the meeting.**  
**Mr. Price** —Present  
**Ms. Stewart** —Present  
**Mr. Chandler** —Present  
**Mr. Kimball** —Present  
**Mr. Emmett** —Present **Passed | 5-0-0**

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

**OPERATIONAL ITEMS**

**Patrick Farah Request - Additional EV Location:** Mr. Farah requested an additional EV Charging Station for the corner of the Cornish Lot. Mr. Farah said it is a single-port unit and this would be the 3<sup>rd</sup> unit in this lot. This request is only to use the space in the lot.

Mr. Farah received the Grant Award for the 2 other EV charging stations that PGDC approved last year and will be installed shortly.

**Mr. Chandler motions and Ms. Stewart seconds to approve having an additional EV charging station in the Cornish Lot as presented.**

**Mr. Price** —Yes  
**Ms. Stewart** —Yes  
**Mr. Chandler** —Yes  
**Mr. Kimball** —Yes  
**Mr. Emmett** —Yes **Passed | 5-0-0**

**Update on 4 North Street:**

**Water Street Construction Update:** Mr. Egan said that they have been doing some test pits on the water table and they will decide if they leave the project for the season, stop permanently, or continue construction until the end of July. Mr. Kimball said the Select Board have a meeting next Tuesday to decide what will happen with this construction project.

**Potential Tenant – Office Lease:** Mr. Egan introduced Mr. Leahy, who was teleconferenced into the meeting. There are 2 tenant options for the office space in the building. Mr. Egan displayed the current drawings of the buildout.

**Teachers Federal Credit Union:** They are currently located in Wareham are looking to move to downtown Plymouth with a long-term lease. They are interested in office space 3, 4, 7, 8, area in front of the safe, and conference room. The company will no longer cater to Teachers only.

**PACTV:** They are interested in having a downtown presence and seeking office space in the building. They are interested in office space 1, 2, 5, 6 and open space in the reception area.

They both want a long-term lease (between 3 and 5 + years). Mr. Leahy went over some pricing suggestions.

He suggested that PACTV rent to be \$32 per square foot including utilities- there is very little buildout for them and is comparable to other rental comps in the area.

He suggested that Teacher’s Credit Union be \$25 per square foot. He said that this was fair market rent. They already have the safes, and the space includes the large area in the back conference room.

Mr. Fahey would draft a letter of intent with both parties to start the process of leasing the space. They will also start working with the architect to change the current plans and figure out the square footage for each area. They also discussed a kicker clause, expenses over and above basic buildout and having minimum 5-year lease.

The Board had various questions but thought the fit with both tenants was positive.

**Mr. Kimball motions and Ms. Stewart seconds to proceed with negotiations and sending a letter of intent to both proposed tenants.**

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

**Passed | 5-0-0**

**Water 4 Parking – Free Parking Update:** Mr. Egan has been monitoring the lot and said that the lot still has spaces available.

**Outdoor Dining:** Mr. Egan said outdoor dining has started and they occupy 18 spaces compared to 21 spaces last year.

**Installation of New Pay Stations:** Mr. Egan said the installation of the new Pay Stations is scheduled for May 8<sup>th</sup>. They will replace the Pay Station in the Middle Street Lot and save the parts from that Pay Station.

**Passport Promotional Coupons:** Mr. Price said that validation coupons can be generated from the Passport system that would give customers a discount. He is working on a proposal for local business to encourage customers to sign up for Passport.

**2023 Permit Update:** Mr. Egan said that 870 permits have been sold to date – last year at this time they sold 928. He believes it is because of the free lot options but believes college students will be returning soon and purchasing permits.

**April Revenue:** Mr. Egan said that he forecasted \$231K and it came in at \$212K. He believes the construction and the weather are affecting these figures.

**Market Street Lot:** Mr. Price said that this lot has major up and down in the pavement (depressions) and he had staff mark over the area in paint and put a barrel in the area.

**Court, Main Street, Main Street Extension Parking Area Discussion:** Mr. Egan and Mr. Price are speaking with Mr. Brothers and will go over proposal and pricing schemes for Passport on these streets.

**OTHER PGDC ITEMS**

**Approval of Minutes:**

***January 18, 2023 – Public Session***

**Mr. Kimball motions and Ms. Stewart seconds to approve the meeting minutes.**

**Mr. Price** —Yes

**Ms. Stewart** —Yes

**Mr. Chandler** —Yes

**Mr. Kimball** —Yes

**Mr. Emmett** —Yes

**Passed | 5-0-0**

***February 15, 2023 – Public Session***

**Mr. Kimball motions and Ms. Stewart seconds to approve the meeting minutes.**

**Mr. Price** —Yes

**Ms. Stewart** —Yes

**Mr. Chandler** —Yes

**Mr. Kimball** —Yes

**Mr. Emmett** —Yes

**Passed | 5-0-0**

***February 15, 2023 – Executive Session***

**Mr. Kimball motions and Ms. Stewart seconds to approve the meeting minutes.**

**Mr. Price** —Yes

**Ms. Stewart** —Yes

**Mr. Chandler** —Yes

**Mr. Kimball** —Yes

**Mr. Emmett** —Yes

**Passed | 5-0-0**

***March 29, 2023 – Public Session***

**Mr. Kimball motions and Ms. Stewart seconds to approve the meeting minutes.**

**Mr. Price** —Yes

**Ms. Stewart** —Yes

**Mr. Chandler** —Abstain

**Mr. Kimball** —Yes

**Mr. Emmett** —Yes

**Passed | 4-0-1**

**See Plymouth:** Mr. Price spoke with Ms. Filson, and she would like to attend a Board Meeting to discuss Ride Circuit funding.

**Mortgage – Pay Down:** Mr. Price would like to pay down the mortgage – and this will be discussed further after May’s financials come in.

**Follow Up Discussion of Continuation of Appellate Court Case:** Our Attorney filed the paperwork necessary for Appeal's Court Case. The Court will now decide whether to hear the case or not.

**Invoices:**

There was an invoice from Susan Connolly for Administrative Services in the amount of \$767.25. There was an invoice from Attorney Galvin for Legal Services in the amount of \$211.70.

**Mr. Kimball motions and Ms. Stewart seconds to approve payment of these invoices.**

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

**Passed | 5-0-0**

**Oil Delivery Question:** Mr. Price asked about some oil deliveries that are in the check register. Mr. Egan went over the delivery dates.

**Town Property Tax Abatement:** Mr. Egan received notification that the Town gave a \$726.00 credit – (abatement) on the tax bill. The Board would like more information from the Town on this abatement.

**New Town Website:** Mr. Price said that the new Town's website is easier to use, and they are not intending to have past agendas and minutes (only including the last few years) on this site. If past agendas or minutes are required, they must request them from the Town's archivist.

Mr. Price is working with Ms. Connolly to have the previous Agendas and Minutes posted on the Park Plymouth website.

**Simple IRA:** Mr. Egan said that the deductions started 4 pay periods ago and seems to be working out well.

6:45 pm

**Ms. Stewart motions and Mr. Kimball seconds to adjourn the meeting.**

Respectfully submitted by PGDC Secretary - Ms. Tatum Stewart

Signed: *Tatum Stewart*

Date: *8-8-2023*

Tatum Stewart, Secretary

**APPROVED | PGDC BOARD OF DIRECTORS PUBLIC SESSION MEETING MINUTES | May 3, 2023 | S. CONNOLLY**