

January 17, 2024

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

**Members Absent:** John Morse

---

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  
**Mr. Zickell** —Present **Passed |6-0-0**

*Mike Lombard, a former Ride Circuit driver, was teleconferenced into the meeting.*

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

**OPERATIONAL ITEMS**

**Update on 4 North Street Building:**

**Boiler Issue In the Basement:** Mr. Egan said that there was a valve issue with the boiler, and they came on Monday and made the repair.

**Another Roof Leak in the Park Plymouth Office:** Mr. Egan said that with all the heavy rain it continues to leak in the Park Plymouth office. It seems to be coming from an old metal structure on the roof. Northeast gave an estimate of \$1,800 to seal and repair the 60 foot section on the roof near the metal structure.

**Mr. Chandler motions and Ms. Stewart seconds to proceed with having Northeast repair the roof as discussed for \$1,800.**

**Mr. Price** —Yes  
**Ms. Stewart** —Yes  
**Mr. Chander** —Yes  
**Mr. Kimball** —Yes  
**Mr. Emmett** —Yes  
**Mr. Zickell** —Yes **Passed |6-0-0**

**B&E Excavating – Lot Repair:** As approved at the last meeting, B&E Excavating came and made some repairs to the parking lot (dug channel to change the pitch of the lot).

**Matz Architects MEP Update/Cost Estimate/Bid Documents:** Mr. Egan said that they received the specifications for this project and Mr. Price reviewed the documents and has a few minor changes. They will be using BidDocs to send this out on the Town’s website and Central Registry. It will also be put in the local newspapers.

There are 3 different bids requested to compare prices:

- The entire project.
- For heating and a/c in the Park Plymouth portion of the building, the 2 offices in the middle portion of the building and the conference room. This would be using the existing air handler.
- For heating and a/c in the Park Plymouth portion of the building, the 2 offices in the middle portion of the building and the conference room. This would be with replacing the existing air handler with an ERV.

**Water Street Construction Project:** Mr. Egan said that this project started January 4<sup>th</sup> and should be completed by Memorial Day.

**Ride Circuit Funding 2024 Season:** Mr. Egan said Ms. Filson requested that PGDC fund the entire Ride Circuit program for 2024 at a cost of \$165,106K. Ms. Filson thinks the VSB would not be able to contribute to the program. See Plymouth must submit any request for funding to the VSB 1/31/24.

The Board discussed this topic at great length including cost, other donors, transportation to Plimouth Pawtucket, hours of operation, Tesla vs Kia SUV. They also discussed ride/financial reporting, marketing, revenue, marketing etc.

**Mr. Kimball motions and Ms. Stewart seconds to approve granting \$110K for the Ride Circuit program for 2024. Approval based on the following provisions: weekly updates on ridership / routes, promotional and local marketing plan, have Park Plymouth/PGDC prominently displayed on a vehicle and to take PGDC’s input into the program.**

Mr. Price	—Yes	
Ms. Stewart	—Yes	
Mr. Chander	—Yes	
Mr. Kimball	—Yes	
Mr. Emmett	—Yes	
Mr. Zickell	—Yes	Passed   6-0-0

**2024 Permit Season – Sale February 12th:** Mr. Egan said permits will go on sale February 12<sup>th</sup> and they will advertise that they are available.

**Preparation for 2024 Paid Parking Season:** Mr. Egan said Mr. Tavares has been doing inventory and maintenance on the meters and pay stations. He may need to order additional equipment and signage that will be requested a future meeting. Someone hit a bollard in Water 1 and insurance will make the repair.

**Andrew Zickell - Project 100:** Mr. Egan said that at the last meeting Mr. Zickell informally requested surveying some local merchants to have 100 employees' vehicles taken off the streets and moving into the parking deck, Cornish & Buton lots, and Water 4. This would allow their customers and clients the ability to park closer to the merchants. He suggested a \$70 year permit or \$2 a day pass that would be purchased by the employer and transferable to another employee if needed (It would be by license plate not displayed on the vehicle.). He is having a hard time getting merchants to return his calls. The Board had a lengthy discussion on this topic.

**Downtown Corridor/DWD Meeting:** Mr. Egan spoke about the article that was in the newspaper regarding charging for parking in the downtown corridor and he received some negative feedback on adding paid parking and the fact that some of storefront's downtown are still vacant. Mr. Egan suggested collecting data on this subject for another year before deciding on this topic.

**White Horse Beach 2024 Season:** Mr. Egan met with the Chief of Police and Assistant Town Manager and went over last years' figures, signage, and parking "hotspots". They are looking into having another outside company to implement the program this summer.

**Free Parking Lot Leases 2024:** Mr. Egan reached out to Linchris hotels with update lease information and is waiting for a response.

**OTHER PGDC ITEMS**

**Invoices:**

There is an invoice from Susan Connolly for administrative services in the amount of \$191.12.

**Mr. Kimball motions and Ms. Stewart seconds to approve of this invoice.**

- Mr. Price —Yes
- Ms. Stewart —Yes
- Mr. Chander —Yes
- Mr. Kimball —Yes
- Mr. Emmett —Yes
- Mr. Zickell —Yes

**Passed | 6-0-0**

**Powers & Sullivan Accounting Firm:** Mr. Egan was notified that our accounting firm that performs our annual audit has been sold to a larger firm. He was informed that nothing will change with PGDC, and they would investigate extending our contract beyond the current contract.

**15 -23 Court Street Court Date:** Mr. Egan said the original court date was scheduled for February but is now schedule for the Tuesday after Memorial Day.

**Park Plymouth EV Vehicle:** Mr. Egan will have some pricing information for a new Park Plymouth vehicle to replace the Ford Focus at the next meeting.

**Outdoor Dining:** Mr. Kimball was notified that the parklet rates for next year will increase from \$2,500 to \$5,000 annually.

**7:40 pm** Mr. Chandler motions and Ms. Stewart seconds to adjourn the meeting.

Signed: *Tatum Stewart* Date: *February 8, 2024*  
Tatum Stewart, Secretary

**APPROVED | PGDC BOARD OF DIRECTORS PUBLIC SESSION MEETING MINUTES | January 17, 2024 | S. CONNOLLY**