

 CITY OF DOVER	<table> <tr> <th colspan="2">DOVER PARKING COMMISSION - MINUTES</th></tr> <tr> <td>Meeting Type:</td><td>Regular Meeting</td></tr> <tr> <td>Meeting Location:</td><td>Room 305 McConnell Center 61 Chestnut Street, Dover, NH 03820</td></tr> <tr> <td>Meeting Date:</td><td>Tuesday, March 16, 2021</td></tr> <tr> <td>Meeting Time:</td><td>8:30 a.m.</td></tr> </table>	DOVER PARKING COMMISSION - MINUTES		Meeting Type:	Regular Meeting	Meeting Location:	Room 305 McConnell Center 61 Chestnut Street, Dover, NH 03820	Meeting Date:	Tuesday, March 16, 2021	Meeting Time:	8:30 a.m.
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Called to Order at 8:30 a.m. by Chairman Charles Reynolds

1) ROLL CALL

Members Present: Chairman Charles Reynolds, Vice Chairman George Maglaras, Joseph DiGregorio, Thomas Massingham, Anthony McManus, Jack Buckley, and Deputy Mayor Dennis Ciotti (City Council liaison).

Members Absent: Periklis Karoutas (excused).

Others Present: Tawny Palmer (owner of Sunrise Pointe Café), Daniel Barufaldi (Economic Development Director), Christopher Parker (Assistant City Manager), William Simons (Parking Manager), and Michael Cicchese (Deputy Parking Manager).

Vice Chairman Maglaras made a motion to allow Commissioner Buckley to participate in the meeting via telephone. The motion was seconded by Commissioner DiGregorio.

Roll Call Vote: Massingham – Yes; McManus – Yes; Maglaras – Yes; DiGregorio – Yes; Reynolds – Yes. APPROVED 5-0

2) CITIZENS' FORUM

Tawny Palmer, owner of the Sunrise Pointe Café, spoke to the Commission regarding the impact of snow removal on the parking patterns at her business in the Dover Pointe development. She requested to have one 15-minute parking space in front of her business.

3) MEETING MINUTES

Review and Approval of November 2020 meeting minutes

Commissioner DiGregorio made a motion to approve the minutes from the November 17, 2020 Regular Meeting of the Parking Commission. Motion seconded by Commissioner Buckley.

Roll Call Vote: Massingham – Yes; McManus – Yes; Maglaras – Yes; DiGregorio – Yes; Buckley – Yes; Reynolds – Yes. APPROVED 6-0

4) STAFF UPDATES

A) Downtown Development – Christopher Parker, Assistant City Manager



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Assistant City Manager Christopher Parker updated the Commission on a variety development projects including the development on Grove Street, and the proposed project to redevelop the old courthouse building on Second Street. Parker reported that parking for the old courthouse project would mostly likely be done at the Transportation Lot, which is owned by the old courthouse developer. The Assistant City Manager added the City is also looking at ways to require charging stations for electric vehicles in future development projects.

Economic Development Director Daniel Barufaldi said that many local businesses are doing well, but that hospitality, restaurants, and office space markets have been the hardest hit by the pandemic. He reported that single family home sales are averaging 33 days to sell, and most sellers are getting offers over the asking price.

B) Parking Activity & Budget – William Simons, Parking Manager

No presentation. Related discussion under New Business Item B.

5) NEW BUSINESS

A) Discussion of On-Street Dining Areas

Parking Manager William Simons reported that applications have gone out to local restaurants interested in having outdoor dining. The applications are reviewed by the Fire Chief, Police Chief and the Community Services Director.

B) FY22 Parking Budget

Parking Manager Bill Simons presented an overview of the current budget. Although revenue projects were down due to the pandemic, the Parking Manager said cost reductions in staffing will leave the FY21 Parking budget with an estimated \$200,000 in excess revenue.

- i) Expenditures:** The Parking Manager reviewed expenditures in the proposed FY22 budget, including the purchase of new handheld computers used to issue parking citations. The upgrade is needed given that replacement parts are no longer available for the current equipment.

Vice Chairman Maglaras made a motion to recommend the City Council approve the FY22 Parking Budget as proposed. Seconded by Commissioner Buckley.

Roll Call Vote: Massingham – Yes; McManus – Yes; Maglaras – Yes; DiGregorio – Yes; Buckley – Yes; Reynolds – Yes. APPROVED 6-0



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ii) **Permit Rates**

The Commission discussed raising the monthly rates for the following parking permits: Developer Required Permits from \$25 to \$30; Orchard Street Garage, and Orchard Street Lot from \$50 to \$55; and Henry Law Avenue from \$25 to \$30.

(Commissioner McManus excused himself from the meeting)

Commissioner DiGregorio moved to recommend the City Council approve raising the Developer Required Permit rate from \$25 to \$30 a month. Seconded by Commissioner Buckley.

Roll Call Vote: Massingham – Yes; Maglaras – Yes; DiGregorio – Yes; Buckley – Yes; Reynolds – Yes. APPROVED 5-0

Commissioner Massingham moved to recommend the City Council approve raising the Orchard Street Garage and Orchard Street Lot permit rates from \$50 to \$55 a month. Seconded by Commissioner DiGregorio.

Roll Call Vote: Massingham – Yes; Maglaras – Yes; DiGregorio – Yes; Buckley – Yes; Reynolds – Yes. APPROVED 5-0

Commissioner DiGregorio moved to recommend the City Council approve raising the Henry Law Avenue Permits from \$25 to \$30 a month. Seconded by Commissioner Massingham.

Roll Call Vote: Massingham – Yes; Maglaras – Yes; DiGregorio – Yes; Buckley – Yes; Reynolds – Yes. APPROVED 5-0

C) Addition of Business Permits for Metered Section of Atkinson Street

Resolution: Recommend to the City Council:

1. Amend City Ordinance 141-52. Schedule M: Business Parking Permit Zones by adding: Atkinson Street (metered parking area)
 2. Establish in the Fee Schedule the above at \$20/month.
- Background: The westerly side of Atkinson Street from Washington Street to St. Thomas Street was metered by the city at the request of tenants of the McConnell Center to create turn over parking in the area. Currently, the area is underused and the Parking Manager believes there is a market for a limited number of business permits.



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Vice Chairman Maglaras moved to recommend the resolution to the City Council for approval. Seconded by Commissioner Buckley.

Roll Call Vote: Massingham – Yes; Maglaras – Yes; DiGregorio – Yes; Buckley – Yes; Reynolds – Yes. APPROVED 5-0

6) Commission Members Matters of Interest

The Commission discussed the request for a 15-minute space in front of the Sunrise Pointe Café. Assistant City Manager Chris Parker was directed to reach out to the property owner to work on resolving the situation.

ADJOURN

Commissioner DiGregorio made a motion to adjourn, seconded by Vice Chairman Maglaras.

APPROVED 5-0

Meeting adjourned at 9:43 a.m.