

 CITY OF DOVER	DOVER PARKING COMMISSION - MINUTES <table border="0"> <tr> <td>Meeting Type:</td><td>Regular Meeting</td></tr> <tr> <td>Meeting Location:</td><td>Community Room – Dover Police Station 46 Chestnut St. Dover, NH</td></tr> <tr> <td>Meeting Date:</td><td>Wednesday, January 19, 2022</td></tr> <tr> <td>Meeting Time:</td><td>8:30 a.m.</td></tr> </table>	Meeting Type:	Regular Meeting	Meeting Location:	Community Room – Dover Police Station 46 Chestnut St. Dover, NH	Meeting Date:	Wednesday, January 19, 2022	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, Thomas Massingham, Jack Buckley (via telephone), Anthony McManus, Periklis Karoutas, Joseph DiGregorio, Robert Hinkel (City Council liaison).

Others Present: Susan Russo (owner of Shylocks Hair & Nails), Betsey Andrews Parker (Community Action Partnership CEO), David Lee, Steven McCammon, and Shannon Duval-Grooms (all with The Bearded Man Barbershop), Christopher Parker (Deputy City Manager), William Simons (Parking Manager), and Michael Cicchese (Deputy Parking Manager)

Commissioner Massingham made a motion to allow Commissioner Buckley to participate in the meeting via telephone. Motion seconded by Vice Chairman Maglaras.

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

2) CITIZENS' FORUM

Susan Russo, owner of Shylocks Hair and Nails on Central Avenue voiced her concern about parking spaces in front of her business being used by employees and customers of the Bearded Man Barbershop across the street in the Bradley Commons building. Russo said it was creating a hardship for her business and asked the Parking Commission for assistance.

3) MEETING MINUTES

Review and Approval of October 2021 meeting minutes

Vice Chairman Maglaras made a motion to approve the minutes from the Oct. 19, 2021 Regular Meeting of the Parking Commission. Motion seconded by Commissioner Massingham.

Roll Call Vote: Reynolds – Yes; Maglaras – Yes; Massingham – Yes; McManus – Yes; Karoutas – Yes; DiGregorio – Yes; Buckley – Yes APPROVED 7-0

4) STAFF UPDATES

A) Downtown Development Update – Christopher Parker, Deputy City Manager

Deputy City Manager Christopher Parker provided updates on development projects at 47 Chestnut St., and 14 Broadway. He also spoke about the Waterfront Development project



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and suggested the Commission consider promoting a pay-by-phone system with limited meters as opposed to numerous parking meters in the Riverfront development.

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

Parking Manager William Simons reviewed the parking activity fund balances. He talked about the sale of parking permits, and efforts to manage the waiting list for the Orchard Street Garage.

5) NEW BUSINESS

A) Resident parking permits:

Resolution: Recommend to City Council

1. Amend City Ordinance 141-18 “Downtown Resident parking permit” by removing remaining locations from paragraph C as authorized locations.

Background: For decades, the City has had two types of permits in several locations. Subsidized residential parking permits were eliminated for First and Second Street this past summer. This proposal would eliminate the remaining locations, (School Street, St. John Street, Main Street and downtown city lots) allowing one type of permit per location. This recommendation would exempt current permit holders and only apply to new residents upon passage.

Commissioner Massingham move to make the recommendation to the City Council. Seconded by Commissioner DiGregorio.

Roll Call Vote: Reynolds – Yes; Maglaras – Yes; Massingham – Yes; McManus – No; Karoutas – Yes; DiGregorio – Yes; Buckley – Yes APPROVED 6-1

B) Portland Ave lot metering:

Resolution: Recommend to City Council

- i. Amend City Ordinance 141-51. Schedule L: Parking Meter Zones by adding:
Metered Parking Lots.
Portland Avenue Lot – Public Parking Spaces.
- ii. Amend City Ordinance 141-49. Schedule J: Limited Time Parking, Paragraph A: Three Hour Parking by deleting.
Portland Avenue Lot – Public Parking Spaces.
- iii. Amend the FY2022 Fee Schedule to include the Portland Avenue Lot at a \$1/hr rate.



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Background: Currently the 27 public spaces in the lot are posted for a 3 hr limit. In September 2019, the Commission voted to not meter the lot due to the recent addition of new businesses in the adjacent building. Enforcement of the lot is time consuming and nearly all violations are issued to employees of the businesses. This proposal would bring the parking into alignment with all other downtown city lots

Commissioner DiGregorio made a motion to recommend the City Council adopt the resolution. Seconded by Commissioner Massingham.

Roll Call Vote: Reynolds – Yes; Maglaras – No; Massingham – Yes; McManus – No; Karoutas – No; DiGregorio – Yes; Buckley – Yes APPROVED 4-3

C) Transportation Center Lot: 2-hr Parking – Community Trail

Resolution: Recommend to City Council

- i. Amend City Ordinance 141-49: Schedule J: Limited-Time Parking, Paragraph B: Two Hour Parking by adding :

Transportation Center Lot: Seven space, as posted, in the southwest corner, while the vehicle occupants are actively using the Community Trail.

Background: This proposal formalizes that spaces by the Community Trail Head are available at no fee for persons using it. The remainder of the Transportation Center Lot is metered

Commissioner Massingham made a motion to recommend the City Council adopt the resolution, seconded by Vice Chairman Maglaras.

Roll Call Vote: Reynolds – Yes; Maglaras – Yes; Massingham – No; McManus – Yes; Karoutas – Yes; DiGregorio – Yes; Buckley – Yes APPROVED 6-1

D) Business Parking Permits: 3rd Street, 4th Street and School Street

Resolution: Recommend to City Council

1. Amend City Ordinance 141-52. Schedule M: Business Parking Permit Zones by adding:

- a) Third Street, northerly side, from the intersection with Chestnut Street, westerly to the intersection of Grove Street.
- b) Fourth Street, northerly side, from the intersection with Chestnut Street, westerly to the intersection of Grove Street.
- c) School Street, northerly side angled spaces only.

2. Amend the FY2022 Fee Schedule by adding:



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Third Street Business Permits - \$20/month

Fourth Street Business Permits - \$20/month

School Street Business Permits - \$45/month

Background: This will provide managed permit parking options for downtown employees in underused daytime locations. 3rd and 4th Streets are currently 2-hour limit zones, School Street is metered. All permits would follow the 1/3 limit of capacity guidelines.

Commissioner Massingham moved to recommend the City Council approve the resolution; seconded by Commissioner DiGregorio

Roll Call Vote: Reynolds – Yes; Maglaras – Yes; Massingham – Yes; McManus – No; Karoutas – Yes; DiGregorio – Yes; Buckley – Yes APPROVED 6-1

e) FY2023 Fee Schedule:

Resolution: Recommend to City Council.

Commissioner DiGregorio made a motion to recommend the City Council approve the FY2023 Fee Schedule as presented. Seconded by Commissioner Karoutas.

Vice Chairman Maglaras moved to amend the previous motion to recommend the proposed Fee Schedule change, except for the fees for the electric vehicle charging stations in the Orchard Street Garage. Seconded by Commissioner Karoutas.

Roll Call Vote: Reynolds – Yes; Maglaras – Yes; Massingham – Yes; McManus – Yes; Karoutas – Yes; DiGregorio – Yes; Buckley – Yes AMENDMENT TO MOTION APPROVED 7-0

Roll Call Vote on Amended Motion: Reynolds – Yes; Maglaras – Yes; Massingham – Yes; McManus – No; Karoutas – Yes; DiGregorio – Yes; Buckley – Yes APPROVED 6-1

6) ITEMS FOR DISCUSSION

A) Outside Dining in Public Parking Spaces

The Commission briefly discussed how to accommodate outdoor seating for restaurants, noting this should require fees to the business owners. Staff will return to the Commission with some recommendations.



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B) Bradley Commons Area

Parking Manager William Simons gave an overview about the parking on Central Avenue, and the concerns local businesses Shylocks Hair and Nails, Bearded Man Barbershop and Community Action Partnership have with the parking demand in that area. Chairman Charles Reynolds felt this location was outside the downtown area, and outside the scope of the Parking Commission. He urged the involved parties to work together to resolve the situation.

C) Parking Facilities

Parking Manager William Simons told the Commission with the anticipated addition of 700 residential spaces in the downtown area over the next few years, the Commission should start discussing plans for an additional parking structure. The parking manager also announce he would be retiring in 2022.

7) Commission Members Matters of Interest

No additional items discussed.

ADJOURN

Commissioner DiGregorio made a motion to adjourn, seconded by Commissioner Karoutas.

APPROVED 7-0

Meeting adjourned at 9:52 a.m.