 CITY OF DOVER	DOVER PARKING COMMISSION - MINUTES <table border="0" style="width: 100%;"> <tr> <td style="width: 30%;">Meeting Type:</td><td>Regular Meeting</td></tr> <tr> <td>Meeting Location:</td><td>Room 305 – McConnell Center 61 Locust St. Dover, NH</td></tr> <tr> <td>Meeting Date:</td><td>Tuesday, Nov. 21, 2023</td></tr> <tr> <td>Meeting Time:</td><td>8:30 a.m.</td></tr> </table>	Meeting Type:	Regular Meeting	Meeting Location:	Room 305 – McConnell Center 61 Locust St. Dover, NH	Meeting Date:	Tuesday, Nov. 21, 2023	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, Jack Buckley, Periklis Karoutas, Anthony McManus and City Council liaison Robert Warach

Others Present: Christopher Parker (Deputy City Manager), William Breault (Chief of Police), William Simons (Parking Manager), and Michael Cicchese (Deputy Parking Manager).

2) CITIZENS' FORUM

No one present to address the Commission.

3) MEETING MINUTES

Review and Approval of September meeting minutes.

Commissioner DiGregorio made a motion to approve the minutes from the Sept. 19, 2023 regular meeting of the Parking Commission. Motion seconded by Vice Chairman Maglaras.

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

4) STAFF UPDATES

a. Downtown Development Update

Deputy City Manager Christopher Parker presented an update on various downtown development projects, including the old Stafford County Courthouse on Second Street; development at 47 Chestnut Ave., and the Waterfront project.

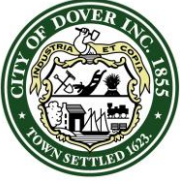
b. Parking Activity & Budget – William Simons, Parking Manager

Parking Manager William Simons presented revenue and expenses for the the first 4 months of FY24.

5) NEW BUSINESS

a) Small Town Saturday parking.

A request (included in background materials) has been made from the Dover Downtown Retailers Coalition (Doug Glennon) to waive paid parking on Saturday, Nov. 25, 2023 in support of Small Town Saturday. This would create a four day window of free parking during the

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Thanksgiving Day weekend

Commissioner McManus made a motion to approve making Nov. 25, 2023 free parking.
Seconded by Commission Buckley.

Roll Call Vote: Reynolds NO; DiGregorio YES; Buckley YES; Massingham NO; Maglaras YES; McManus YES; Karoutus YES – APPROVED 5-2

b) Amend the metered hours of operation for the Transportation Center Parking Lot.

Resolution: Recommend to the City Council

i) Amend City Ordinance 141-30.A.1 Hours of Operation by adding:

(4) The Transportation Center Parking Lot, where designated as metered or paid parking shall also be required as paid parking at all times, 24 hours a day and seven days a week.

Background: The lease that the City has for the Transportation Center Parking Lot with Cocheco Mills Holdings (Chinburg Builders) has a provision that allows Cocheco Mills Holdings to designate parking areas within the lot for their exclusive use.

That provision has been executed for 96 spaces in anticipation of the opening of the Old Court House development. The city also has 114 other current monthly permit holders, as well as short term use by downtown visitors and commuters.

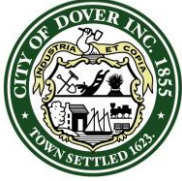
To properly manage the lot, the Parking Manager is recommending it become metered parking 24/7 to accommodate these varied users. This will be especially important during designated Winter Parking Ban nights. No changes to parking rates are being proposed.

Commissioner Buckley made a motion to recommend the City Council amend City Ordinance 141-30.A.1. Vice Chairman Maglaras seconded the motion.

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

c) FY2025 Parking Bureau Budget

Chief of Police William Breault and Parking Manager William Simons present their recommendations for the Fiscal Year 2025 budget.



CITY OF DOVER

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Chief of Police William Breault presented a preliminary budget for FY25. Commissioner Karoutus moved to recommend the budget to the City Council as presented. The motion was seconded by Commissioner DiGregorio.

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

Commissioner Karoutus made a motion to recommend the City Council approve a 25-cent increase to the hourly parking meter for FY25. Commissioner Massingham seconded the motion.

Roll Call Vote: Reynolds YES; DiGregorio YES; Buckley YES; Massingham YES; Maglaras YES; McManus NO; Karoutus YES – APPROVED 6-1

Commissioner DiGregorio moved to recommend the City Council approve increases to the monthly rates for parking permits as presented, and raising the contractor posting fee. Commissioner Buckley seconded the motion.

Roll Call Vote: Reynolds YES; DiGregorio YES; Buckley YES; Massingham YES; Maglaras YES; McManus NO; Karoutus YES – APPROVED 6-1

6) Parking Commission Matters for Discussion

No discussion.

7) Adjourn

Vice Chairman Maglaras moved to adjourn the meeting, seconded by Commissioner Karoutus

APPROVED 7-0

Meeting Adjourned at 9:26 a.m..