 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>Dover City Hall – 2nd Floor Conference Room 288 Central Ave. Dover, NH</td></tr> <tr> <td>Meeting Date:</td><td>Tuesday, Sept. 16, 2025</td></tr> <tr> <td>Meeting Time:</td><td>8:30 a.m.</td></tr> </table>	Meeting Type:	Regular Meeting	Meeting Location:	Dover City Hall – 2 nd Floor Conference Room 288 Central Ave. Dover, NH	Meeting Date:	Tuesday, Sept. 16, 2025	Meeting Time:	8:30 a.m.
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Meeting 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, Anthony McManus, Periklis Karoutas, and City Council Liaison Robert Warach (by conference call).

Members Absent: Joseph DiGregorio (excused) and Jack Buckley (excused)

Others Present: Christopher Parker (Deputy City Manager), Daniel Lynch (Finance Director), William Simons (Parking Manager), Michael Cicchese (Deputy Parking Manager).

2) **CITIZENS' FORUM**

No one present to address the Commission.

3) **MEETING MINUTES**

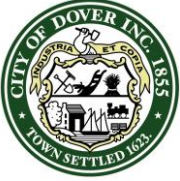
Review and Approval of May meeting minutes.

Commissioner Massingham made a motion to approve the minutes from the May 20, 2025 Parking Commission meeting. Seconded by Commissioner Karoutas.

Approved 5-0

4) **Staff Updates**

- a) Downtown development update – Chris Parker, Deputy City Manager
gave an update on various projects including the renovation of the former Harvey's building on Central Avenue, along with the Waterfront project.
- b) Downtown pedestrian safety program – Chris Parker, Deputy City Manager
provided an overview of upcoming changes to the areas of Central Avenue at Second Street, and Central Avenue at Waldron Court designed to improve pedestrian safety at those crosswalks.
- c) Parking Activity & Budget - Bill Simons, Parking Manager
The Parking Manager presented a financial update, pointing out a drop in meter activity in August. He said the major contributing factor was the closures of some downtown businesses.

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5) NEW BUSINESS

A): Financial Update: Dan Lynch, Finance Director

- A) TIF District
- B) Parking Capital Reserve Fund
- C) Parking Activity Fund FY25

Finance Director Dan Lynch provided updated on financial status of the TIF District, Parking Capital Reserve Fund, and the Parking Activity Fund FY25.

B): FY27 Capital Improvement Program

- 1) Parking Facility – Chris Parker
- 2) Garage Camera replacement
- 3) Meter upgrades

Deputy City Manager Chris Parker and Parking Manager Bill Simons updated the Commission on FY27 Capital Improvement Program and discussed the upgrade of parking meters and replacing the security cameras in the Orchard St. Parking Garage.

C): Park Mobile Pay by Phone transition/fees.

Resolution: Recommend to City Council.

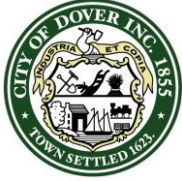
Amend the FY2026 Fee Schedule from current: “Pay by Phone Transaction Fee - \$0.25” to
“Pay by Phone/Text Transaction Fee”
\$0.30 (upon signing of contract with provider)
\$0.35 (1 year from signing of contract)
\$0.40 (2 years from signing of contract).

Removing “to fund parking activity fund” and replacing with “pass through from online service provider.”

Parking Manager Bill Simons informed the Commission that the parent company of the Park Mobile App has acquired Flowbird, which provides the app currently used by the City of Dover. Due to that purchase, Dover will transition to the Park Mobile app. Bill Simons presented the new fee schedule per the Park Mobile contract.

Vice Chairman Maglaras made a motion to recommend the City Council approve the proposed Pay-By-Phone transaction fees. Commissioner Massingham seconded the motion.

APPROVED 3-1 with Commissioner McManus voting NO.



CITY OF DOVER

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6) Commission member's matters of interest.

7) Adjourn

Vice Chairman Maglaras made a motion to adjourn, seconded by Commissioner Karoutas
APPROVED 4-0

Meeting adjourned at 9:29 a.m.