 CITY OF DOVER	DOVER PARKING COMMISSION - MINUTES Meeting Type: Regular Meeting Meeting Location: Dover City Hall – 2nd Floor Conference Room 288 Central Ave. Dover, NH Meeting Date: Tuesday, Nov. 18, 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, Thomas Massingham, Anthony McManus, Periklis Karoutas, Joseph DiGregorio, Jack Buckley (by conference call).

Members Absent: Vice Chairman George Maglaras, (excused)

Commissioner DiGregorio moved to allow Commissioner Buckley participate in the meeting via conference call. Seconded by Commissioner Massingham. **Approved 5-0**

Others Present: Robert Ciampitti with Mechanic Street Realty Trust, Ben Airey and Matt Airey with Airey Row LLC, Christopher Parker (Deputy City Manager), Donna Benton (Planning Director), William Simons (Parking Manager), Michael Cicchese (Deputy Parking Manager).

2) **CITIZENS' FORUM**

Resident Eric Leaver spoke in support of the proposed Parking Permit Fee Schedule.

3) **MEETING MINUTES**

Review and Approval of Sept. 16, 2025 meeting minutes.

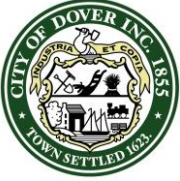
Commissioner Buckley made a motion to approve the minutes from the Sept. 16, 2025 Parking Commission meeting. Seconded by Commissioner McManus.

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

4) **Staff Updates**

a) Downtown development update – Chris Parker, Deputy City Manager gave an update on various downtown development projects.

b) Parking Activity & Budget - Bill Simons, Parking Manager
The Parking Manager presented a financial update, pointing out both revenue and expenses were on target with budget projections. He added the transition from Flowbird to Park Mobile is ongoing.

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5) NEW BUSINESS

5A: Parking Permit Lease – Mechanic Street Realty Trust

Robert Ciampitti will attend on behalf of the applicant.

Resolution: Recommend to City Council.

Authorize the lease of up to 12 parking permits in the Portland Avenue Lot.

- 10-year initial term.
- Renewable for 10 years upon agreement of both parties.
- Reducing the number of permits after 10 years will negate the addition of permits after said reduction.
- Rate is set at current Development Required Permit monthly rate, subject to yearly adjustments of the Fee Schedule by City Council. If the Portland Avenue Lot permit rate ever exceeds the Development Required Permit rate, the Portland Avenue Lot permit rate will apply.
- Subject to rules and regulations for related permits.

Commissioner DiGregorio made a motion to discuss the proposed recommendation to the City Council. Second by Commission Karoutas.

Roll Call Vote: DiGregorio YES; Massingham YES; Karoutas NO; McManus No; Buckley Yes; Reynolds YES – APPROVED 4-2

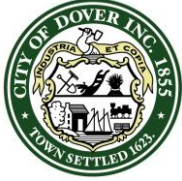
5B: Parking Permit Lease – Airey Row on Central LLC (Harvey’s Bakery)

Matt Airey will attend on behalf of the applicant.

Resolution: Recommend to City Council

Authorize the lease of up to 15 parking permits in the Orchard Street Garage.

- 10-year initial term
- Renewable for 10 years upon agreement of both parties
- May not reduce the number of permits during first 10 years.
- Reducing the number of permits after 10 years will negate the addition of permits after said reduction.
- Rate set at current Orchard Street Garage monthly rate, subject to yearly adjustments of Fee Schedule by City Council. If the Development Required Permit rate ever exceeds the Orchard Street Garage rate, the Development Required Permit rate will apply.



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- Rates set at current Orchard Garage monthly permit rate, subject to yearly adjustments of Fee Schedule by City Council.
- Subject to rules and regulations for related permits.

Commissioner Massingham made a motion to amend the recommendation to the City Council changing the original wording of “up to 15 permits,” to 15 permits. Commissioner Karoutas seconding the motion.

Roll Call Vote: DiGregorio YES; Massingham YES; Karoutas YES; Buckley YES; McManus Abstained; Reynolds YES – APPROVED 5-0-1

On the recommendation to the City Council as ammended:

Roll Call Vote: DiGregorio YES; Massingham NO; Karoutas YES; Buckley YES; McManus NO; Reynolds YES – APPROVED 4-2

5C: FY27 Parking Permit Fee Schedule

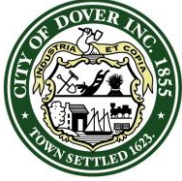
Resolution: Recommend to City Council

<u>Location</u>	<u>Current Rate</u>	<u>Recommended 7/1/26</u>
9/11 Broadway	\$40	\$45
Fourth St Lot	\$35	\$40
Fourth Street	\$35	\$40
Henry Law Ave	\$35	\$40
Orchard Lot	\$60	\$65
Main Street	\$35	\$40
Kirkland Street	\$30	\$35
Developer Permits	\$45	\$50
Chapel Street	\$40	\$45
EVC Space	N/A	\$125 (4 hr limit) permit

Commission Karoutas made a motion to consider the recommendation to the City Council.

Roll Call Vote: DiGregorio NO; Massingham YES; Karoutas YES; Buckley YES; McManus NO; Reynolds YES – APPROVED 4-2

- 6) Commission member’s matters of interest.
Nothing brought forward.



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7) Adjourn

Commissioner Karoutas made a motion to adjourn, seconded by Commissioner DiGregorio **Roll Call Vote: DiGregorio YES; Massingham YES; Karoutas YES; Buckley YES; McManus YES; Reynolds YES – APPROVED 6-0**

Meeting adjourned at 9:49 a.m.