



CITY OF DOVER

DOVER PARKING COMMISSION - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Conference Room
288 Central Avenue, Dover, NH 03820
Meeting Date: Tuesday, November 6, 2009
Meeting Time: 8:00 am

MEMBERS PRESENT: Charles Reynolds, George Maglaras, Jack Buckley, Carrie Keech, Otis Perry, Anthony McManus

MEMBERS ABSENT: None

STAFF PRESENT: Marn Speidel (Police), Dan Barufaldi (Economic Development)

OTHERS PRESENT: Kirt Schuman, Greater Dover Chamber of Commerce

1. Roll Call

Chairman Reynolds convened the meeting at 8:00 a.m.

2. Approval of Minutes of October 13, 2009

Minutes were approved by unanimous vote of those present, with no amendments.

3. Staff update on multi-space meter project

Speidel gave the commission an overview of logistical arrangements to date with the vendor, Parkeon, toward the installation of the multi-space meters. Speidel stated that the vendor had notified the City that the previously projected ship date was delayed by three weeks, which would set it back to Thanksgiving week or the week after. This was reportedly due to an oversight on the vendor's part that the meters were shipping by boat from a factory in France, not from a domestic source. Reynolds asked how this vendor had been selected and whether references had been checked. Speidel explained the process of the two separate bids and the meter selection committee's work. Speidel also stated that there were concerns about going live with a new system when there were winter weather issues and an impending holiday season. Speidel described the placement of the meter pads in the Orchard Street Lot, and stated that an extra meter pad had been installed because one of the pads was deemed to be located too close to the deeded section.

Buckley proposed making the deeded parking spaces part of the municipal lot, and granting the easement holders a blanket permit for each easement. Discussion ensued on whether this proposal would still meet the requirements of the easements. Maglaras proposed reviewing the layout of the Orchard Street Lot relative to the current location of deeded spaces to determine whether they were optimally located. Perry suggested that the City look at buying out some or all of the easements. Barufaldi suggested undertaking a dialogue with the easement holders. Reynolds proposed a site review of the Orchard Street Lot to be undertaken as soon as possible. Speidel offered to obtain schematics of the lot which show how the spaces are presently broken down. Reynolds asked Speidel to collect the schematics.

4. Staff update / winter parking ban recommendation (continued from 10/13)

Speidel reported that the Chief of Police was conferring with the Community Services Director and that there was no specific recommendation as yet.

5. Discussion on permit rates for McConnell Center/Library Lot (continued from 10/13)

Discussion was reserved again for a future meeting.

6. Discussion on Parking Fund creation

Perry stated that parking should be set up as an enterprise fund to ensure that revenues were targeted toward a parking structure instead of going back to the general fund. Schuman stated that this was one of the Parking Facility Committee's chief recommendations. Further discussion was reserved for a future meeting.

7. Schedule-Next Meeting

The next meeting was set for November 13, 2009 @ 8:00 a.m.

Speidel handed out prepared folders to the members containing several items that had been requested at the previous meeting. The packet included all sections of City Code Chapter 166 related to parking, parking permit regulations/rates from



CITY OF DOVER

DOVER PARKING COMMISSION - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Conference Room
288 Central Avenue, Dover, NH 03820
Meeting Date: Tuesday, November 6, 2009
Meeting Time: 8:00 am

web site, overview of downtown Dover parking validation program, Administrative Regulation 1-3 regarding employee/staff parking, and excerpts from FY2010 budget relative to the Parking Activity Fund.

Chairman Reynolds adjourned the meeting at 8:30 a.m. to an immediate site review of the Orchard Street Lot. Members reconvened at 8:40 in the Orchard Street Lot. Speidel showed members the location of the deeded easements and explained where the multi-space meters would be installed. It was noted that several parking permit holders were parked in metered parking areas, while there were several available spaces in the designated permit sections. Speidel explained that under a fully metered system, permit holders could park anywhere in the lot and all other public spaces would be available as metered spaces. Discussion ensued.

8. Adjourn

The meeting was adjourned at 9:00 a.m.