



CITY OF DOVER

DOVER PARKING COMMISSION - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Council Conference Room
288 Central Avenue, Dover, NH 03820
Meeting Date: Friday, November 13, 2009
Meeting Time: 8:00 am

MEMBERS PRESENT: Charles Reynolds, Jack Buckley, Otis Perry, Anthony McManus

MEMBERS ABSENT: George Maglaras, Carrie Keech

STAFF PRESENT: Marn Speidel (Police), Dan Barufaldi (Economic Development), Bruce W Woodruff (Planning)

OTHERS PRESENT: None

1. Roll Call

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

2. Approval of Minutes of November 13, 2009

Motion to approve by Perry, seconded by Buckley. Unanimous vote of those present to approve with no amendments.

3. Discussion on permit rates for McConnell Center/Library Lot (continued from 11/6)

Discussion was continued from previous two meetings. Speidel gave a brief synopsis of conditions at the lot. It was noted that the Center tenants have guaranteed parking in their leases with the City. Discussion centered around whether there was a current or future need for business permits or not. The consensus was that there was no need there because the lot was in very high demand. Other issues in the lot were raised. The commissions came to consensus that those issues were internal administrative or were not issues for this commission to take on. Discussion then centered on no parking times in this lot. Buckley moved and McManus seconded to recommend that the Council pass an ordinance to limit parking times in this lot for non-McConnell Center users to the hours of 10pm to 8am, weekdays. Vote U/A. The Commission tasked the City Attorney to do this preparation if it is determined a change or addition to the Code is required to do this.

4. Staff update / winter parking ban recommendation (continued from 11/6)

The Chair asked whether any progress or recommendations had been made by the Chief of Police and the Community Services Director on a specific recommendation yet. Speidel answered that they had discussed and although no formal recommendation had been formulated yet, both felt that it was too late to make a change in the way the City handled the parking ban this year. That we had time to prepare for a major change next year. It was noted by Woodruff that the Transportation Master Plan recommended changing to per storm parking ban system. There was a short discussion about the methods that could be used to effectively notify residents of the per storm ban, and those methods used by other surrounding communities. Further discussion was reserved for a future meeting.

5. Discussion on Orchard St. Lot Parking where permit holders park in metered spaces/deeded spaces issue

Commissioners discussed these issues after an explanation from Sgt. Speidel. The deeded spaces in the northwest corner bays of the lot were then discussed. Woodruff explained the idea to convert the deeded space easements to whole lot permanent permits. Staff will write letters to the deed holders and ask to meet with them to explain the idea. Holders would no longer have to pay for their own striping, repairs, signage and winter maintenance if they sign on to this. The net effect would be to fee up unused spaces for meter users when the those spaces were free. Perry moved to have staff reach out to the deed holders with the idea to convert; Buckley seconded. Vote U/A. Further discussion after staff update on this was reserved for a future meeting.

6. Staff update on multi-space meter project

The Chair asked when the electronic meters would be operational. Woodruff gave the commission an overview of logistical and planning steps that still needed to be accomplished toward the installation of the multi-space meters. Woodruff stated that the machines were now in Auburn, Ma. And that they were being prepped for installation here in a few days. Woodruff also stated that there were concerns by the Vendor about going live with a new system just before or during the holiday season because it is important for both positive press and the public's buy-in. Commissioners asked several questions about the project. The training is slated to occur the first week of December and will include staff from Planning, Police, IT, Facilities and Grounds and the Finance Department. The Chair and Commissioners indicated that they preferred to have the



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system start up as soon as possible to begin collecting parking revenues. Further updates will be given by staff on the project.

7. Discussion on Parking Fund creation

The Chair asked that the Commission receive monthly financial breakdowns from the parking revenue fund so the Commission could formulate a strategy on creating the right fund for the City with all the facts before them. Perry stated that he wanted an analysis prepared each month. There was discussion on the next step to take. Consensus of the commissioners was to have staff invite Finance Director Dan Lynch to the next meeting so he could talk about the budget process, the proper fund to create and to answer the commissioners' questions. Further discussion was reserved for a future meeting. Staff indicated that they would do so.

8. Garrison School Parking Issue (Police)

Sgt. Speidel spoke about the problems with traffic flow, safety and parking issues around Garrison School, especially on Shaw's Lane and of the planning process that had already taken place. He noted that the issue had already been taken up by the Transportation Advisory Commission because it was a traffic safety and flow issue as well as a parking decision. He asked that the Commission consider recommending that a timed parking restriction on Shaw's Lane be enacted as part of City Code Chapter 166, Vehicles and Traffic in order to solve the safety issue at parent pick up and drop off times. There was some discussion and questions regarding the situation and history. McManus moved and Perry seconded the motion to recommend the aforesaid change to Chapter 166 and to have Speidel prepare for Council consideration. It was noted that the TAC already endorsed this change. Vote U/A.

9. Schedule-Next Meeting

The next meeting was set for December 11, 2009 @ 8:30 a.m. Please note the time change of a half hour that was discussed by the Commission at the request of staff.

10. Adjourn

Buckley moved to adjourn with Perry seconding the motion. Vote U/A. The meeting was adjourned at 9:10 a.m.