



CITY OF DOVER

DOVER PARKING COMMISSION - MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	City Hall Council Conference Room
Location:	288 Central Avenue, Dover, NH 03820
Meeting Date:	Friday, January 15, 2010 (Rescheduled Date)
Meeting Time:	8:30 am

Members Present: Charles Reynolds (Chair), Carrie Keech, George Maglaras and Anthony McManus.

Members Not Present: Jack Buckley and Otis Perry.

Others Present: Bruce Woodruff (City Planner), Mike Joyal (City Manager) and Jeff Harrington (Dover Resident).

The Meeting was called to order at 8:30 AM.

1. Review and Approval of December 11, 2009 Minutes.

G. Maglaras made the motion to approve the December 11, 2009 Minutes. A. McManus seconded. Vote: Unanimous.

2. Staff Update on Parking Issues and Projects.

B. Woodruff noted that we have continued with a limited ambassador outreach program for the Pay and Display implementation. He noted that the signs should all be up today. To make things more equitable, warnings were placed on vehicles that did not pay, making the individual aware that they will get tickets next time. We visited all the businesses around the Orchard Street Lot and disseminated all our information.

B. Woodruff noted that the webinar session was held on January 12th with the Finance Department, Police Department, and the IT Department to learn everything with the back office web-based software. He suggested that the members schedule a time to see the reports the program is capable of producing. It was noted that the next meeting could convene in the Council Conference Room and then finish in his office.

B. Woodruff noted that on January 4th he had a meeting with the deeded parking easement holders and the results from that meeting were mixed. Some people have resigned to the fact that in the future something is going to change in regards to their expectations. He noted that he was pressed to reveal why he was asking the holders to be more flexible and take a free permanent parking permit in perpetuity for any place in the lot in exchange for taking on some of their maintenance stuff. The city would like to maximize the parking revenue and provide more parking spaces at times of the day when people want to park; and by being flexible and freeing up spaces that are never filled when people aren't parking in these deeded easement spaces, they are useless to anyone else; it really does give people more spaces to park in the downtown lot. In the long run if in the future there are plans for a deck or a parking facility, many of the spaces are in their peripheral and one day they may need to relocate that space somewhere like inside a facility or on a deck. A number of people will resign to this happening but a number of folks were adamant that they would not do this, whether they needed more time or more questions answered. The next step is to meeting with City Manager and figure out what our next step would be in this endeavor.

B. Woodruff noted that there is an issue on Garrison, which should be added to the agenda. It seems that people are parking too close to the crosswalk near the school. He added that there is a safety issue with the site distance for the children crossing the crosswalk.



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B.Woodruff passed out materials regarding parking facilities for D.Barufaldi. He noted that D.Barufaldi wanted to update the Commission on the public/private partnerships in regards to parking facilities. He contacted 6 viable candidates and they are reluctant to divulge their plans at this stage, however, he would be pleased to discuss these things with the Commission in nonpublic session with sealed minutes. It was noted that this will be placed on the next agenda under Executive Session.

3. Review Parking Revenue Fund Financials (hand out).

It was noted that the \$14,991 is parking income for the month and the \$17,525 is parking revenue funds from fines. It was noted that the City is taking more in on fines than in actual income from permits or meters. It was noted by the City Manager that the \$1,046 is weekly regular salary employee expenses. It was noted that 70% of B. Woodruff's salary is charged to the Parking Activity Fund and that M. Speidel is budgeted under the Police Department. It was noted that there are hourly employees and a clerk that handles the fines. It was noted that late notices are sent, then they go out for warrant and then to collection.

4. Parking Revenue Fund Discussion (continued).

It was noted that a preliminary budget should be ready by the end of the month. It was noted that there is \$750,000 in the Capital Improvement Plan for next year to expanding the kiosk. It was noted that those monies will not be spent until we know we have the revenue coming in.

5. Fourth Street Parking Issue near Bridge.

B. Woodruff noted that the Transportation Advisory Commission (TAC) has addressed this situation. Cars have been parking in undelineated spaces between the Fourth Street Bridge (heading into downtown) up to Francis Drive (old railroad bed). The TAC suggested moving the centerline of the road over toward the north. The City Engineer did not feel that it would work and that too was too much of a turn over. They recommended that the parking be restricted from the end of the Bridge to Francis Drive. He noted that since this is a parking issue, the Commission may weigh in on this and make a recommendation to address this safety issue for the Council to consider. It was noted that in general there is a larger issue from Chestnut Street to Francis Drive along Fourth Street. It was noted that the Commissioners will individually take a look at the situation and discuss it at the next meeting.

6. Parking Ban Discussion.

B.Woodruff noted that there are a number of communities surrounding Dover that are using the storm ban approach, and it has worked as long as the outreach has been done correctly and they use all the resources they have to get the message out as soon as possible.

It was noted that Dover has been doing it the same way for the last 40 years. B.Woodruff noted that he spoke with the Police Chief and the Community Service Director and they are for this, but their general concern was making the change during midseason. It was noted that if the Commission wants to do this for next year, we need to make sure everything is in place to execute it properly. It was noted that the Commission would like to meet with the Police Chief and the Community Service Director to make sure their needs are addressed. It was noted they should discuss this again in March and have a plan ready by July.



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7. Request for 30 minute parking spaces near River Bend Variety on Henry Law Ave.

B.Woodruff spoke about contacting Cindy, one of the owners of River Bend and noted that they were disappointed with Henry Law going to one-way and paid parking. Their specific request was for spaces on the south side or the east side of the jersey barriers with parallel spaces be officially designated as 30 minutes. He noted that eventually the barriers will go away and the Henry Law design will be in place. It was noted that the design was put in the CIP back in the 1980's. The general concern was how long it will take for the Henry Law design to happen.

G.Maglaras made the motion to recommend the change. C. Keech seconded. It was questioned whether this included the rest of the triangle (2 spaces along the monument, 3-4 spaces on the east or south side of George and on the other side). It was clarified that the motion was for 2 in front of the store and 4 around the corner. Vote: Unanimous

8. Other Business.

J. Harrington noted he was concerned about the Orchard Parking Lot. He noted that he does not have one of the deeded easement spaces according to his condo association. He is concerned that the 45 parking spaces may revert back to the City in September of 2011. He noted that there is legal opinion stating otherwise. He felt there was a lack of uniformity and having problems with implementing the new meters out there because there is so much confusion with those spaces. At some point we may be able to get the 45 spaces back on the revenue side of the City. The Commission noted that they were not worried about the expiration and the spaces reverting back to the City, they are concerned as to whether they have the authority to give people a space either by a deeded permit or parking permit. J.Harrington noted that at the meeting for the deeded space holders, there were people who did not want to give up their deeded spaces because they felt it was part of their property and value of their homes. He noted that he did not believe the City valued the properties differently whether they had a deeded lot or not. He felt that the City can resolve the issue by getting rid of them. A Commissioner noted that if someone was adamant that they had ownership, the only way that could be resolved is through negotiations or eminent domain procedures, but the City cannot prove enough public value short of a parking garage. A Commissioner noted that a condo or townhouse value may increase due to the ownership of a deeded parking space and the City could lose revenue. He added that the City wouldn't be able to just take it away; they would need to purchase it or some other dynamic. J.Harrington noted that he felt uniformity in that lot was key.

9. Schedule – Next Meeting.

It was noted that the next meeting will be held on Thursday, February 4th at 8:30AM.

10. Adjournment.

A. McManus made the motion to adjourn at 9:27AM. G. Maglaras seconded. Vote: Unanimous