



**CITY OF DOVER**

## DOVER PARKING COMMISSION - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: City Hall Council Conference Room  
288 Central Avenue, Dover, NH 03820  
Meeting Date: **Tuesday, February 16, 2010**  
Meeting Time: 8:30 am

**Members Present:** Charles Reynolds (Chair), Jack Buckley, Carrie Keech, Anthony McManus and Otis Perry.

**Others Present:** Bruce Woodruff (Parking & Transportation Coordinator), Christopher Parker (Planning Director), Mike Joyal (City Manager).

**Members Not Present:** George Maglaras

*The Meeting was called to order.*

### 1. Review and Approval of February 4, 2010 Minutes

J. Buckley made the motion to approve the February 4, 2010 Minutes. O.Perry seconded. **Vote:** Unanimous

### 2. Staff Update on Parking Issues and Projects

B.Woodruff noted that he got in touch with the consultant from Parkeon and scheduled a time to do an on-street survey of all the locations where we could install meters for a final count and final location. The reason for this was to determine how many to purchase. We developed a map of parking spaces, a spread sheet and priority areas (1-12). He recommended 45 or so meters for now and pull back a little. He noted that we confirmed with Parkeon to hold to the lower price for the 38 for any extra meters ordered. He added that the intern Michelle Alexander and he have worked on a gant schedule chart and step by step implementation from ordering meters, to signs, to educational outreach, and to when the meters turn themselves on by September 1<sup>st</sup>, which is a target date.

B.Woodruff noted the meters themselves were \$6,100 each and shipping charges which came out to \$7,600 total. This figure includes the first year operation charges and extra coins. He added that the next batch is \$400-\$500 less per machine. That's why we chose Parkeon because they were the cheapest vendor. The bottom line is that we would bring in 2 or 3 alternatives for implementing the next phase on March 24<sup>th</sup>.

J.Buckley noted that he could not figure out how to use meter because it was not lit. He questioned if there was a way they could be lit? B. Woodruff noted that in most cases, the ambient light should be enough. He added we can take a look at the next installation. He noted that the lighting in Dover is less than efficient and we should take a look at it. It was noted that the summer trees block light. C.Parker noted that it will be a problem in November and only a few additional months of the year. It was noted that we do not charge at night in the summer.

O. Perry noted that he used the one on Henry Law Avenue and had to call M.Speidel for help. He added that he did not see a number to call. B.Woodruff noted that Planning Department number is posted in several venues. O. Perry noted that he found it difficult to read the digital screen. He felt



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that the orientation of the digital screens is really important. B.Woodruff noted that the average take per meter exceeds our expectations. B.Woodruff noted that City would lose 15-17% of the take if the transactions get batched. C.Keech noted that if the credit card is rejected and they don't have the money, they should not park there.

C.Parker noted that M.Speidel submitted a concern:

- The Commission recommended 30 minute parking on a portion of Henry Law near River Street which supersedes the existing ordinance and we need clarification on the Committee's intent before submitting it to the City Council. The existing ordinance has three hour parking from Washington Street to River Street. All the three hours signs were removed but the ordinance is still on the books.

It was noted that the Commission only recommended from George Street to River Street. B.Woodruff noted that there are areas that will need various limits depending on the type of parking you want to encourage in a particular zone. C.Parker noted that the maximum time would be eliminated between Washington and George and that George to River would be 30 minute time-restricted parking.

### 3. Discuss fees and rates

a. Set date for rates to take affect

C.Parker noted that the concern was whether to wait until the budget goes into effect or do a resolution ahead of time. There was a concern regarding some of the Commission decisions being inconsistent. The parking meter rate threshold was 20 minutes for 25 and 75 cents, no 8 minute deal. B.Woodruff noted that the resolution stated 20 minutes for 25 cents and 60 minutes for 75 cents. It was noted that the 8 minutes needs to be removed from the spreadsheet. It was noted that the meter should not accept anything less than 25 cents total. B.Woodruff noted that it was not the way the meters are set up. It was noted that the threshold should be 25 cents to get time on the meter. It was questioned what the listed minimum was on the meter and if it is less than 25 cents then how difficult would it be to change it. B.Woodruff noted that he would look into this. It was noted that the minimum charge on credit cards is 75 cents.

It was noted that the Commission discussed the possibility for an ordinance and restrictions for the Library lot. B.Woodruff noted that there are no business permits there right now. He added that the resident permits were \$15.



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It was noted that the Commission did not discuss River Street lot (behind the pump station). B.Woodruff added that this is a multi-year agreement with mills and we cannot unilaterally change that until the multi-year agreement is up.

It was noted that we agreed to stop charging on December 11<sup>th</sup> for the Portland Street lot. It was noted that the Commission had talked about making Third Street, Chestnut Street and the Fourth Street lots consistent. B.Woodruff stated that Third Street is something that needs to be thought out. It was noted that the Commission discussed about making things even across the Board. B. Woodruff will make the changes discussed and recommended by the Commission and bring them back at the next regular meeting.

O.Perry made the motion to have the resolution for the new fees take effect 30 days after the Council accepting our recommendations. J.Buckley seconded. **Vote:** Unanimous

#### 4. Fourth Street Parking Issue near Bridge

C.Parker read an email from M.Speidel: This issue has come before the TAC, which considered it to be a safety concern for on street parking in the area of Cochecho River Bridge and Francis Drive. The City Engineer was asked to consider an option of striping a center line which currently terminates at the bridge inbound to a point beyond Francis Drive to better delineate and show the shift in bound travel lane. The City Engineer instead recommended removing the parking. TAC has endorsed a parking restriction on the south (i.e.-inbound) side of Fourth Street from the bridge to Francis Drive (200ft+).

Members noted that they have visited the site and have not seen any issues. C.Parker noted that the Planning Department did not recommend removal of the parking because it serves to introduce friction and calms the traffic. He added that the parking actually slows traffic coming over the bridge.

O.Perry made the motion that the Parking Commission does not recommend parking restrictions. C.Keech seconded. A. McManus abstained. **Vote:** Unanimous.

#### 5. Update on Garrison School Parking Issue (TAC action)

C.Parker noted that he received an update from M.Speidel: TAC has considered concerns regarding on street parking on Garrison Road in front of the Elementary School. Pavement markings denoting parking bays have been obscured do to the winter season and parked vehicles restrict the view in areas of the crosswalks and school driveway. The TAC considered a formal parking request but instead has endorsed a measure to request City Staff to direct no parking from here to the corner



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signs on Garrison Road in the effected areas. This does not require an ordinance and no spaces are being impacted.

J. Buckley identified the issue and there was then a general discussion regarding removing one parking area by Ocean Bank & Bank of America when leaving the drive thru window so that vehicles are not pulling out into Central Ave with limited, unsafe sight lines. B. Woodruff noted that the TAC invites those affected by potential changes on-street to weigh in on the discussion prior to making said changes. It was noted by Buckley that both sites have on-site parking lots, therefore any reduction in the number of spaces out front for safety wouldn't have a big effect on the businesses so business notification was not needed.

### 6. Schedule – Next Meeting

There was a discussion regarding having remote meetings. It was noted that a quorum would need to be physically present and everyone would need to be heard.

C.Parker noted that the next meeting will be scheduled through Outlook with an attached agenda. It was noted that the next meeting will be on the 24<sup>th</sup> of March at 8:30 AM.

### 7. Adjourn

A. McManus made the motion to adjourn at 9:15 AM. O.Perry seconded. **Vote:** Unanimous