



**CITY OF DOVER**

## DOVER PARKING COMMISSION - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: City Hall Second Floor Conference Room  
288 Central Avenue, Dover, NH 03820  
Meeting Date: **Tuesday, March 24, 2010**  
Meeting Time: 8:30 am

**Members Present:** Jack Buckley, George Maglaras, Anthony McManus and Otis Perry.

**Others Present:** Christopher Parker (Planning Director), Mike Joyal (City Manager), Kirt Schuman (Chamber of Commerce)

**Members Not Present:** Charles Reynolds (Chair), Carrie Keech,

*The Meeting was called to order.*

### 1. Review and Approval of February 16, 2010 Minutes

J. Buckley made the motion to approve the February 16, 2010 Minutes. O.Perry seconded. **Vote:** Unanimous

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

C.Parker spoke on the following:

- a. Lighting issue and screen font size findings
  - i. Parkeon is reviewing options for lights that can be added to meters.
    - 1.No specific light is sold, and the light would be an additional unit.
    - 2.Solar powered is preferred
  - ii. As next phase is rolled out, lights would be added to existing meters as needed
  - iii. O.Perry suggested placing new meters facing north to minimize glare and shadow.
  - iv. Revised text template for meters was passed around and reviewed.
    - 1.These include improved text size, and meter name to assist in problem solving when customer concerns are transmitted to staff.
- b. Pay and display meter update
  - i. Meter roll out timeline was emailed out.
    - 1.O. Perry requested large map to be displayed than the PDF emailed out. Requested that timeline be plotted out as well.
  - ii. Per the request of the Chair this item should be the sole item at the next meeting.
- c. Meter reprogram minimum payment issue
  - i. Parkeon will reprogram the meters to stipulate that 20 minutes must be purchased by user.
- d. Recommendation on eliminating spaces next to Ocean Bank and Bank of America drives
  - i. Staff reviewed the two spaces.
    - 1.Bank of America has 2 spaces located on Washington Street in front of the bank.
      1. The spaces are not striped.
      2. Ideally only one space would be striped at the location
    - 2.Ocean Bank
      1. The area on Central Avenue has the old style individual spaces. Staff is recommending that the box style spaces be created, outlining the whole parking area, and not individual spaces.
      2. The parking stalls on the east side of Central Avenue do not meet the required setbacks from a crosswalk.
        - a. The west side of Central Avenue does meet the requirement



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3. Recommendation is to restripe east side to meet setbacks. May eliminate one space.
  - a. Both banks were alerted to the meeting.

J. Buckley made the motion to approve the recommendation. T. McManus seconded. **Vote:** Unanimous

### 3. Chamber of Commerce Parking Time Change during Farmer's Market days on Sixth Street

- a. K. Schuman spoke to the Chambers plan to use their parking lot to host the Seacoast Growers Association's Summer Farmer's Market
  - i. Wednesday afternoons May to October
    1. 2 – 6 PM
  - ii. Would like to temporarily limit parking to 30 minutes on street in the vicinity of Chamber of Commerce building
    1. Both sides of Sixth Street
    2. West side of Central Avenue
  - iii. Commission discussed long term viability and enforcement
  - iv. K. Schuman agreed that if the City provided signage, Chamber would place on the street

G. MagGlaras made the motion to endorse the request by the Chamber for one year O. Perry seconded.

**Vote:** Unanimous

### 4. Review Parking Revenue Fund Financials (hand out)

C.Parker passed out the February 2010 financials and a comparison on January and February 2009 and 2010. No questions were asked.

### 5. Review Parking lot fee changes resolution language

C.Parker handed out the revised fee schedule and explained that the proposed fees reflect the suggestions of the Parking Commission. They will be included in the budget as presented by the City Manager, and will go into effect in July. No objections were raised to the fees.

### 6. Schedule – Next Meeting

- a. April 9, 2010 at 8:30 in the Second Floor Conference Room
  - i. Two items to discuss
    1. Minutes of this meeting
    2. Discussion and selection of preferred alternative for phase II of the multi-space meters.
  - ii. C.Parker will use Outlook to send out a calendar appointment and the agenda/minutes.

### 7. Adjourn

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