



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: **Friday, September 24, 2010**
Meeting Time: 8:30 am

Members Present: Charles Reynolds, Jack Buckley, Otis Perry, Carrie Keech, Anthony McManus

Others Present: Bill Simons (Parking Manager), Dan Barufaldi (Economic Development Director)

Members Not Present: George Maglaras

Motion was made to approve August 27th minutes by Jack Buckley and was seconded by Carrie Keech. All members were in favor.

Motion was made to approve the September 3rd minutes by Jack Buckley and was seconded by Otis Perry. All members were in favor.

NOTES

Dan Barufaldi updated the commission on the testing of the First, Third, and Fourth Street lots. The testing had been delayed due to Dan Barufaldi being assigned to another project. He anticipates that the RFP's will be going out in the next 30 days.

Staff Updates

Bill Simons reported that during the month of August, the meters brought in revenue of \$5,763, parking fines brought in \$10,900 and permits brought in \$4,866. Chairman Reynolds asked that all three breakdowns be provided each month.

There was discussion about scofflaws. Bill Simons indicated that letters went out to all scofflaws with a Dover address warning that no vehicle could be registered as long as there are any outstanding parking tickets. In the first week of the program, over \$500 was generated. There was discussion about sending similar letters to out of town scofflaws.

Chairman Reynolds asked Bill Simons to be prepared at the next meeting to discuss retaining a collections agency to track down unpaid fines as well.

Bill Simons indicated that there will be a slight delay in the delivery of the parking meters. They are now expected mid to late November. Bill Simons will be meeting with the installers on October 1st to go over the meter locations, poles and lights.

After some discussion, it was decided that Parkeon should calibrate its software to accept two types of tokens, a 25 cent version and a 50 cent version. The actual institution of a token program will be decided at a future meeting. Bill Simons advised that he has been looking into the costs of a coin machines that will separate out and roll the tokens for resale, as the bank will not return any tokens sent them in the coin bag. Motion was made by Perry and seconded by Jack Buckley. All members were in favor with some reservations by Anthony McManus.

There was discussion about all meters with 4 hour increments on Henry Law Avenue going to 3 hours increments. Motion was made by Otis Perry to approve the hour change on Henry Law Avenue and was seconded by Jack Buckley. All members were in favor.



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Bill Simons discussed that changes will have to be made to Chapter 166 to accommodate the installation of the meters. These changes will have to be submitted soon to be effective for the planned January 2nd start date. He will come to the next meeting with the recommended changes.

Next regular meeting is scheduled for October 22, 2010.