



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, May 10, 2011**
Meeting Time: 8:30 AM

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

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

Members Not Present: None

CITIZEN'S FORUM

Karen Weston inquired as to whether or not the 15 minutes grace period should be an ordinance change and come before the Parking Commission then to the City Council for an official vote.

There were no other speakers for citizen's forum.

Motion was made to approve the April 4, 2011 minutes by Jack Buckley and was seconded by George Maglaras. All members were in favor.

STAFF UPDATES

Bill Simons reported that the net income for March was \$15,000 and that the net income for April was \$7,000. The reason for the difference is that the bond and interest was paid off in April as well as there was a fifth pay period. This FY to date, there has been a net income of approximately \$60,000.

The meter activity for March was \$24,000 and April was \$21,000. The average purchase right now is 92 cents for one hour and fifteen minutes on the meters.

Bills Simons discussed the Phase III meter installation and reported that to completely cover Second Street would require six meters. He recommends that from the Asia parking lot exit towards Chestnut Street be left as a two hour parking limit. This would reduce the need to purchase additional meters that would get little or no activity as well as provide a free parking option.

Motion was made by Otis Perry to keep the lower end of Second Street from the parking lot exit of the Asia Restaurant to Chestnut Street as a two hour limit and to not meter the area. The motion was seconded by George Maglaras. All members were in favor.

NOTES

Dan Barufaldi reported to the parking commission that the Downtown Merchants Promotion has arranged for 30 second radio spots over a two month period along with other various means of advertisements in support of the downtown merchants. The program starts on May 16th and may continue through the months of June and July.



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OLD BUSINESS

Bill Simons indicated that he met with Gary Bannon of the Dover Recreation Department and Cathy Beaudoin of the Library and a list was established on the distribution of parking passes for the McConnell Center in the event the proposed three hour limit is authorized. Bill Simons indicated that passes for special/all day events would be coordinated through his office.

Charles Reynolds inquired if the above plan of action was going to be outlined and put into writing. Bill Simons confirmed that it would be written into the background material of the ordinance and that any new permits would be reviewed by the Parking Commission. The authorized permit policy would also be written into a City of Dover administrative regulation.

Otis Perry made a motion to accept the parking plan established for the McConnell Center and recommended this plan to go to the city council for approval. Carrie Keech seconded the motion and all members present were in favor.

Discussion was held on the emergency parking ban which was put into effect this past year. Doug Steele indicated that the current policy in place is working well but they would like to see some enhancement to help with getting downtown cleared quicker. Doug Steele indicated that when there is an emergency parking ban at 1:00 A.M. it is very time consuming to try and identify the owner of a car before it is towed thus making it a challenge to have the downtown area cleaned up between the 1:00 A.M. to 5:00 A.M. time period. He suggested starting the downtown emergency ban 9 or 10 pm. The possibility of having an officer present during that timeframe to run plates on the cars was also discussed.

It was recommended that Doug Steele and members of his department along with Bills Simons meet with Chief Colarusso to try and come up with an operational plan and have them report back to the June meeting.

NEW BUSINESS

Bill Simons reported that that there will be no payroll increase in the upcoming year. He is authorized for 109 hours this year and he is authorized for 109 next year. There was also discussion about the differences between the FY 11 and FY 12 expenditures including the additional \$28,000 for snow removal.

Karen Weston again addressed the Commission on the 15 minute grace period and asked whether or not it should be brought before the City Council for an ordinance change. After some discussion it was decided that an ordinance change needs to be made to either memorialize or end the grace period, but that the Parking Commission takes "no position" on the proposal.

Motion made by Anthony McManus to bring the 15 minute grace period before the City Council for a proposed ordinance change and it was seconded by Carrie Keech. All members were in favor. It will be noted that the Parking Commission takes "no position".

The remaining items under new business were tabled until the next scheduled meeting.



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Motion was made by George Maglaras to move to a non-public session for discussion of leasing of city property and was seconded by Tony McManus. All members were in favor.

The commission entered the non-public session.

The commission returned from the non-public session.

A motion was made to seal the minutes of the non-public session. (It was not recorded which member motioned for the seal or who seconded it). All members were in favor.

Motion was made by Anthony McManus to end the May 10, 2011 Parking Commission meeting and it was seconded by George Maglaras. All members present were in favor.

Next regular meeting is scheduled for June 7, 2011 at 8:30 A.M.