



CITY OF DOVER

DOVER PARKING COMMISSION - MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Hall First Floor Conference Room
288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, June 7, 2011**
Meeting Time: 8:30 AM

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

Others Present: Bill Simons (Parking Manager), Dan Barufaldi (Economic Development Director), Tony Colarusso (Chief of Police), Doug Steele (Community Services Director), Allan Krans (City Attorney)

Members Not Present: George Maglaras

Motion was made to approve the May 10, 2011 minutes by Jack Buckley and was seconded by Otis Perry. All members were in favor.

STAFF UPDATES

Bill Simons reported that meter activity for the month of May was approximately 21,800 transactions with an average purchase price of 91 cents per transaction.

Bill Simons discussed the Phase III meter installation and reported that meters were currently being built and the software uploaded. Bill Simons informed the commission that all meters should be in place and bagged by June 17th and implementation of the Phase III meters is scheduled to take place on June 20th at the earliest and no later than July 5th, if needed.

NOTES

Dan Barufaldi reported to the parking commission that the Downtown Merchants Promotion Program is running as scheduled and that there have been no expenditures to date.

OLD BUSINESS

Chief Colarusso and Dan Steele informed the Parking Commission that after meeting to discuss the winter/emergency parking ban situation, it was mutually decided to request that the current policy be kept in place. They will address problems when they arise and work to “tweak” things as needed to help alleviate any issues with removing cars for snow removal.

Bill Simons discussed the parking permit protocols. After discussion, the commission indicated that they would like to see the draft of the operational procedures have more detail. Bill Simons will send that out prior to the next meeting.

The commission discussed parking passes for committees and commissions. It was decided that Bill Simons should include wording in the operational procedures for city hall parking passes as well but should go forward with issuing the permits at this time as Phase III meters will be active soon.



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NEW BUSINESS

Bill Simons discussed with the commission the issuance of temporary parking permits to downtown residents for long term visitors. He indicated that a temporary passes could be dated and input into the police department database system prior to being issued. After some discussion it was decided that a limit of four temporary parking permits, at a cost of \$10.00 per week, per resident, per unit, could be issued in a one year period. Bill Simons indicated that he would submit an ordinance change to update the current fee schedule.

A motion was made by Otis Perry to implement the issuance of temporary parking passes to city residents and it was seconded by Carrie Keech. A vote was held with a 3 to 2 in favor of the temporary parking passes.

The issue of the weather related suspension of parking meters was brought up and after much discussion it was decided that all decisions to suspend parking meters will be under the direction of the Chief of Police.

Motion was made by Otis Perry to end the June 7, 2011 Parking Commission meeting and it was seconded by Jack Buckley. All members present were in favor.

Next regular meeting is scheduled for July 26, 2011 at 8:30 A.M.