



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, October 4, 2011**
Meeting Time: 8:30 AM

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

Others Present: Bill Simons (Parking Manager), Dan Barufaldi (Economic Development Director), Allan Krans (City Attorney), Kelly Levy (Belknap Dental)

Members Not Present: Charles Reynolds, George Maglaras

Motion to approve the September 6, 2011 Parking Commission Minutes was made by Jack Buckley and seconded by Otis Perry. All members present were in favor.

CITIZEN'S FORUM

Kelly Levy from Belknap Dental addressed the Parking Commission about the ten parking spaces that are located in the first row facing the Cocheco Apartment complex in the Orchard Street Lot. Currently, there are no parking limitations in the spaces and she was inquiring about the possibility of having a two hour limit imposed.

STAFF UPDATES

Dan Barufaldi reviewed the downtown promotion that he coordinated over the summer. Reviews by the merchants have been positive and there will be a wrap up meeting on October 13th.

Dan Barufaldi advised the Parking Commission that there will be a non-public session held on October 6, 2011 at 4:30 to meet with the potential developer of the First, Third and Orchard Street parking lots. At that time, the contractor will present his proposal to include financial background, site plans, and other pertinent information for all parties present. There was discussion about this presentation and of the possible sale of the Cocheco Mill.

River Valley will attend the November Parking Commission meeting to present their plans as well. DBIDA will be invited to our next meeting.

Bill Simons reports that the ordering of canvas covers for the meters will be put on hold until the beginning of 2012. Light bars are currently being designed by Parkeon for the meters which would change the dimensions of the cover. In the interim, the plastic covers that were used last year will be used again his winter to cover the meters during extreme weather conditions.

Bill Simons informed the Parking Commission that approximately 25 meters lights are going to be installed above the meters over the next several days.

Bill Simons reviewed the progress of the collection agency activity. Currently we are working on out-of-state unpaid tickets. As of this meeting, \$7,485 (gross) had been collected.

During the month of September there were approximately 30,000 transactions which generated approximately \$26,000 in revenue. This averages approximately 7,300 transactions a week. Bill Simons reported that 40% of the total income is credit card and 60% is coins/tokens. Each week about 1,000 tokens are recycled.



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Bill Simons noted that credit cards fees were recently reduced by 10% due to the increase in the number of transactions with phase II and III rollouts.

Bill Simons discussed that the most recent budget reports noting that much of the posting for September was not completed.

NEW BUSINESS

Bill Simons withdrew his request for changes to the parking area on Washington Street by the Children's Museum. He was hoping to increase parking by 5-7 spaces by moving the bus stop and reducing the number of accessible parking spaces. However, moving the bus stop closer to the bridge did not allow sufficient space for the handicapped ramp to extend from the Coast bus.

The Commission discussed the request from Belknap Dental. Bill Simons passed along information from two phone calls he received. One was from a resident of Cocheco Park who preferred the regulations stay as they are. She liked being able to park in that row all day. A business owner from that building preferred that the short term exception allowed for on-street spaces being offered in that row, or as an alternative that 2 or more 15 minute only spaces be created. After some discussion, the Commission decided to request that the Chief of Police restrict parking permits (resident and monthly business) from those spaces on a trial basis to see if that solves the problem. A motion was made by Jack Buckley and seconded by Carrie Keech. All members present were in favor. Bill Simons will address Chief Colarusso on this issue and report back to the Parking Commission at the next scheduled meeting.

Next regular meeting is scheduled for November 1, 2011 at 8:30 A.M.

A motion was made to adjourn the September 4, 2011 Parking Commission meeting by Otis Perry and seconded by Jack Buckley. All members present were in favor.