



CITY OF DOVER

DOVER PARKING COMMISSION - MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, Room 305
61 Locust Street, Dover, NH 03820
Meeting Date: **Tuesday, January 15, 2013**
Meeting Time: 8:30 AM

Members Present: Anthony McManus, Otis Perry, George Maglaras, Carrie Keech

Others Present: Bill Simons (Parking Manager), Bill Boulanger (Community Services), and Ray Guillemette (Harvey's Bakery Owner)

Members Not Present: Charles Reynolds, Jack Buckley

CITIZEN'S FORUM

Ray Guillemette, owner of Harvey's Bakery, addressed the Parking Commission on the proposal for adding a 7th member to the Parking Commission. Mr. Guillemette expressed his thought that if a 7th member is going to be added that it may be beneficial to have a retail member from the downtown group. He felt that having someone from the retail downtown group aware of the Parking Commission's actions would benefit all the other retailers in the area.

NOTES

A motion was made by Otis Perry to approve the December 18, 2012 parking commission minutes, which was seconded by Carrie Keech. All members present were in favor.

STAFF UPDATES

Bill Simons reported to the Parking Commission that the transactions for the month of December were approximately 27,000 with a net income of \$24,000.

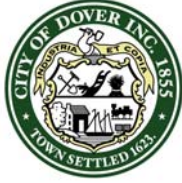
Bill Simons indicated that the Capital Reserve Fund is up \$to 312,000 due to an additional transfer from the Parking Activity Fund. He indicated that in January he will be making a resolution to move an additional \$118,000 to the Capital Reserve Fund which will bring it to approximately \$440,000.

Bill Simons informed the Parking Commission that over 100 Easy Park devices have been purchased to date. Otis Perry inquired about tracking the income and amount of time purchased for the Easy Park system separate from the meter income reports. Bill Simons indicated that he should be able to do so.

Bill Simons indicated that the resolution to add a 7th Parking Commission member will go before the City Council on January 23, 2013. A public hearing will be held before the vote.

NEW BUSINESS

Bill Simons informed the Parking Commission that the City of Dover currently has in place a calendar based Winter Parking Ban. Bill Boulanger indicated that the currently winter parking ban is working out for Community Services and after a brief discussion; it was decided to bring this discussion back for the next meeting. Bill Simons will check



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with Rochester and Somersworth on how their emergency parking bans work out for them instead of a calendar based system.

Bill Simons addressed the Parking Commission on the possibility of waiving the requirement to have a permit to park in city controlled lots overnight during the winter. The system is outdated and rarely, if ever, used. After a brief discussion, a motion was made by Otis Perry to recommend to the Chief of Police to waive the requirement for the remainder of the season. It was seconded by Carrie Keech and all members present were in favor. The Parking Commission will review the process this summer for a final recommendation.

OTHER BUSINESS

Bill Belanger of Community Services advised the Parking Commission that although the current policy for snow removal has been working well, they have had several issues during the unrestricted hours due to the limited width of the street and cars being allowed to park on both sides, they are unable to get a snow plow through. Currently, he indicated that Nelson Street, St. Thomas Street, Sylvan Drive, Adelle Drive and Industrial Park Drive near the UPS facility are the areas in question. A discussion was held about the possibility of posting snow ban signs either on an incident basis, permanent basis, or emergency basis approved by the Chief of Police. After a brief discussion, it was decided to keep this item on the agenda for next month.

Tony McManus expressed that he and Chairman Reynolds met with Bill Simons last week to review the FY14 parking budget. An item of concern was that they did not support the \$30,000 in snow removal costs for Community Services. The Commission asked Bill Simons to pass along to City Council their position on this issue. Bill Simons notified the Commission that he does not submit his budget directly to the City Council, but to the Chief of Police. He will notify the Chief of the comments.

A motion was made to adjourn the January 15, 2013 Parking Commission meeting by George Maglaras and seconded by Otis Perry. All members present were in favor.

The next scheduled Parking Commission meeting is scheduled for February 19, 2013 at 8:30 A.M.