



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, December 16, 2014**
Meeting Time: 8:30 AM

Members Present: Charles Reynolds (Chair), George Maglaras (Vice-Chair), Otis Perry, Tom Massingham, Carrie DiGeorge and Jack Buckley

Others Present: Bill Simons (Parking Manager), Suzanne Forbes (Owner – Shylocks), Ryan Queenan (Dover Chamber of Commerce), Chris Parker (Planning Director)

Members Not Present: Michael Weeden – Unexcused, Anthony McManus (City Councilor Liaison)

Meeting opened at 8:30 am

CITIZEN'S FORUM

No one addressed the Citizen's Forum at the December 16, 2014 Dover Parking Commission meeting.

NOTES

A motion was made by Otis Perry to approve the November 18, 2014 Parking Commission minutes, which was seconded by Tom Massingham. All members present were in favor.

STAFF UPDATES

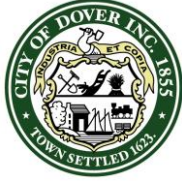
Bill Simons provided the Parking Commission members with the current monthly and year-to-date meter activity and budget balances. During November there were 24,295 meter transactions. Meter transactions are up 10% this fiscal year. He also advised that the problem with the City Clerk's scofflaw software appears to have been fixed.

Chris Parker advised that the RFP for development of the Third Street parking lot will be going out in the beginning of January. He is also working on the RFP for development of the Orchard 1 & 2 sites, which are between the Trella House and Cocheco Park Apartments along the river. This project, if approved, would start after the opening of the garage next November.

OLD BUSINESS

The Resident Parking Permit Sub-committee reported back to the full commission and after discussion; the following recommendations were made:

- 1) The qualifying area for resident parking permits change from the current 200' of a city controlled parking lot to instead mirror the downtown business district as laid out by the Dover Planning Board (map attached).
- 2) Add Main Street, First Street, Second Street, and the angled spaces on School Street as authorized resident permit parking locations.



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- 3) Residents who do not have access to off street parking shall be authorized for up to two permits at the rate established by the City of Dover Fee Schedule, currently at \$15/month. A third permit per unit should be added to the current Fee Schedule at \$25/month. Any additional permits shall be at the current commercial monthly rate.
- 4) The Parking Bureau, on a yearly basis, should verify the residential status of each permit holder and require a signed statement from the applicant.
- 5) Accepted forms for qualifying for a resident permit will be a lease or utility bill in the applicant's name and absent either of those two, a vehicle registered to a qualified address and verification with the property owner. Permits shall be assigned to specific qualified vehicles.

A motion was made by George Maglaras to accept the above recommendations, which was seconded by Tom Massingham. All members present were in favor. Bill Simons will work with the City Attorney to draft the resolution.

The commission reviewed the request from Suzanne Forbes, Owner of Shylocks, to create turn over parking in front of 564 Central Avenue. Members confirmed they received a copy of the letter from William Brooks of 570 Central Avenue.

After a discussion, a recommendation was made by Otis Perry to extend the two-hour limit that currently ends at New York Street on both sides of Central Avenue, to the driveway between 572 and 574 Central Avenue on the westerly side of Central Avenue. The motion was seconded by Carrie DiGeorge. A roll call vote was taken with four members in favor and two, Reynolds and Massingham, opposed.

Bill Simons asked the commission to review their decision to double the fine for chronic meter violations that was made at the last meeting since it was not assigned to a payment table under City Ordinance 166-30. After a discussion, Tom Massingham recommended that meter violations in excess of five in a calendar year be \$100 each. The motion was seconded by Jack Buckley and all members present were in favor. Chronic meter violations would not be assigned to a payment table.

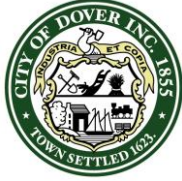
NEW BUSINESS

No new business was addressed.

OTHER BUSINESS

Bill Simons informed the commission that he was going to have approximately five resolutions/ordinances that will probably be on the January 28th City Council meeting. He asked if a representative of the Parking Commission were to be available to answer questions that night.

A motion was made by Otis Perry to adjourn the meeting and it was seconded by George Maglaras. All members present were in favor.



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The meeting ended at 9:30 A.M.

The next scheduled Parking Commission meeting is scheduled for January 20, 2015 at 8:30 A.M.