



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, September 15, 2015**
Meeting Time: 8:30 AM

Members Present: George Maglaras (Vice Chair), Tom Massingham, Jack Buckley, Joe DiGregorio, Anthony McManus (City Council Designee)

Members Not Present: Charles Reynolds (Chair) - Excused, Otis Perry - Excused

Others Present: Bill Simons (Parking Manager), Mike Cicchese (Parking Clerk), Rose Forcillo (Coldwell Banker), and Robert Carter (Coldwell Banker)

Meeting opened at 8:45 am

CITIZEN'S FORUM

Rose Forcillo, with Coldwell Banker – Peggy Carter Team on Central Ave., expressed her opposition to the chronic offender fine of \$100 imposed on those who receive more than 5 parking citations in an on-street metered zone. She requested the Commission allow her office to have two parking permits for the Orchard St. lot allowing them to park behind their building as opposed to permits for the parking garage when it opens.

Robert Carter, also with Coldwell Banker – Peggy Carter Team on Central Ave, suggested when establishing rates for parking in the garage, that they be lower than on-street parking to provide people more incentive to use the garage.

NOTES

Commissioner Buckley made a motion to approve minutes from the meetings on July 21, 2015 and August 18, 2015. The motion was seconded by Commissioner Massingham, and approved 4-0.

STAFF UPDATES

Bill Simons provided the Commission with the current monthly and year-to-date meter activity and budget balances. The August transactions declined by 2.6 percent, however, meter income for the month was up 1.1 percent in comparison to August 2014. The year-to-date figures showed a 2.3 percent increase in transactions and 7.2 percent rise in meter income from the previous year.

Commissioner Buckley reported that Parking Garage construction is on schedule and on budget.



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NEW BUSINESS

FY17 Fee Schedule Review

Bill Simons advised the Commission he would need to submit any recommended changes to the parking fee schedule by December 2015. The Commission decided to continue its fee schedule discussion at its October meeting.

Bulk Permit Rate Request

Bill Simons informed the Commission of a request from the Mill for a 15-percent discount for the purchase of 50 parking permits for the parking garage. The Commission instructed the Parking Manager to contact the Mills to see if it would be interested in permits for the River St. lot instead. The Commission also asked for more detailed information as to the Mills' future parking needs, and would revisit this issue at its October meeting.

Winter Parking – Orchard Lot Surface Spaces

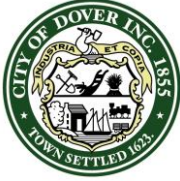
Bill Simons recommended adding the surface spaces in the Orchard St. lot to the winter parking restriction. With the 45 deeded parking spaces in that lot being returned to property owners after the Parking Garage opens in November, there is concern about Community Services being able to keep the remaining 20 spaces clear of snow for day-time use. Commissioner Buckley moved to include the public parking spaces in the winter restriction (from Dec. 1 to April 1 no parking between 1 a.m. and 6 a.m.). Commissioner DiGregorio seconded the motion and it was approved 4-0.

Online Ticket Payments

Bill Simons presented information about an online parking ticket payment system provided by Cardinal, the vendor for the TicketTrak software the Parking Bureau currently uses to process payments. There would be an initial \$3,000 installation cost, and a \$550-annual maintenance fee. The system would provide up-to-date information on the fines owed. The Commission discussed the need and potential use of such a system. Commissioner DiGregorio made a motion that the Parking Manager budget for it, which will allow the Commission time to decide if they would recommend the actual expenditure in July 2016. It was seconded by Commissioner Buckley and approved 4-0.

Other New Business

The Commission discussed changing the date for its October meeting and instructed the Parking Manager to explore what date would work best.



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ADJOURN

Commissioner Buckley made a motion to adjourn to the Commission's October meeting (date TBA), it was seconded by Commissioner DiGregorio and approved 4-0.

Meeting adjourned at 10:17 a.m.