



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, April 19, 2016**
Meeting Time: 8:30 AM

Call to Order at 8:30 a.m.

ROLL CALL

Members Present: Thomas Massingham (serving as chairman), Joseph DiGregorio, Otis Perry, Anthony McManus, Jack Buckley (via conference call), and Dennis Ciotti (City Council designee)

Members Absent: Charlese Reynolds - excused, and George Maglaras – excused.

Others Present: Bill Simons (Parking Manager), and Michael Cicchese (Parking Clerk)

Commissioner Perry moved to allow Commissioner Buckley to participate in the meeting via conference telephone call. Seconded by Commissioner DiGregorio. Roll call vote: **Approved 4-0**

CITIZENS' FORUM

No one present to address the Commission.

MEETING MINUTES – Review and Approval of March 15th and March 22nd Meeting Minutes

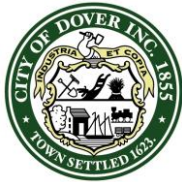
In the March 15th minutes, Commissioner Massingham requested wording under “New Business” be changed from “Commissioner McManus entertained a motion...” to “Commissioner McManus made a motion....”

Commissioner Perry moved to approve the March 15th minutes as amended, which was seconded by Commissioner Buckley. Roll call vote: **Approved 5-0**

Commissioner Perry moved to approve the March 22nd minutes. Seconded by Commissioner DiGregorio. Roll call vote: **Approved 5-0**

STAFF UPDATES – Meter Activity and Current Budget

Parking Manager Bill Simons reported that meter transactions were up by 11 percent from FY15. He said the rise is attributed to multiple factors, including good weather, and the parking garage being online. Although most of the garage users are permit holders, it has resulted in more on-street parking spaces being available and Orchard surface spaces being available for short-term visitors.



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OLD BUSINESS

a) Police Visitor Parking – Orchard Street Lot /Parking Garage

Commissioner Perry moved to have the Commission reconsider its previous vote on police station visitor parking. Motion was seconded by Commissioner DiGregorio. Roll call vote: **Approved 5-0.**

Commissioner Perry then made a motion that the Commission recommend to the City Council that two parking spaces in front of the Cocheco Park Apartments building be designated for Police station visitor parking, and three spaces in the garage for visitor parking near the garage entrance to the police station. Commissioner DiGregorio seconded the motion. Roll call vote: **Approved 5-0**

b) Permit Parking - Location Consolidation Ordinance

The Commission discussed a proposed ordinance regarding permit parking. The parking manager asked the Commission if it would change its previous recommendation to restrict garage permit holders from parking in the first 53 spaces to the first 27 spaces.

Commissioner McManus raised concerns with section C of the ordinance regarding long-term parking, and the requirement for permit holders to notify the Parking Bureau if they are going to leave a vehicle for more than five days.

Commissioner Perry moved to recommend City Council adoption of the ordinance as submitted by the Parking Manager leaving the restriction in the garage as the entire first floor and Section C as is. The motion was seconded by Commissioner DiGregorio. Roll call vote: **Approved 5-0**

c) TPAL Test Meter

Parking Manager Bill Simons updated the Commission on the new TPAL test parking meter in front of City Hall. He reviewed a plan to upgrade 13 of the systems older and more heavily used meters, which is part of the budget. The consensus of the Commission was for the Parking Manager to move forward with the upgrade plan.

d) Other old business

Commissioner McManus asked about plans to have an electric vehicle charging station in the parking garage. The Commission asked the Parking Manager to contact Eversource regarding potential subsidy for installing such a station.



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NEW BUSINESS

a) Disabled parking – 4th/Chestnut

The Parking Manager reported a citizen inquiry about the lack of marked on-street disabled parking near a physician's office near 4th and Chestnut Streets. The Parking Manager confirmed with the NH Office of Disabilities that there are no federal or state laws requiring disabled spaces be posted in on-street parking. However, a federal ruling on this issue is expected in the coming months. The Commission decided not to get involved in this inquiry until that ruling is issued.

b) Motorcycle Parking

The Parking Manager asked the Commission if it wanted to change the city's per-vehicle policy regarding purchasing parking meter receipts to per space for motorcycle riders. Commissioner DiGregorio said paying per vehicle for motorcycles is standard throughout the state and should not be changed. The consensus of the Commission was to maintain the per-vehicle policy.

c) Parking Garage – 4th of July

The Parking Manager raised concerns about potential vehicle congestion at the top level of the parking garage during the city's annual Independence Day fireworks show. He recommended banning vehicles from using the top floor for that event, and just allowing foot traffic.

The Commission agreed and asked that the Police Chief use the authority of 166-3 for the temporary restriction. Parking Manager will check with the Fire Department on any occupancy limitations.

ADJOURN

Commissioner Perry moved to adjourn the meeting, which was seconded by Commissioner DiGregorio. Roll call vote: **Approved 5-0**

Meeting adjourned at 9:30 a.m.