 CITY OF DOVER	DOVER PARKING COMMISSION - MINUTES <table border="0"> <tr> <td>Meeting Type:</td><td>Regular Meeting</td></tr> <tr> <td>Meeting Location:</td><td>McConnell Center, Room 305 61 Locust Street, Dover, NH 03820</td></tr> <tr> <td>Meeting Date:</td><td>Monday, July 19, 2016</td></tr> <tr> <td>Meeting Time:</td><td>8:30 a.m.</td></tr> </table>	Meeting Type:	Regular Meeting	Meeting Location:	McConnell Center, Room 305 61 Locust Street, Dover, NH 03820	Meeting Date:	Monday, July 19, 2016	Meeting Time:	8:30 a.m.
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Call to Order at 8:31 a.m.

ROLL CALL

Members Present: Thomas Massingham (acting Chair), Jack Buckley, Otis Perry and Joseph DiGregorio

Members Absent: Charles Reynolds (Chairman), George Maglaras (Vice Chair), Anthony McManus, and Dennis Ciotti (City Council designee)

Others Present: Chris Parker (Assistant City Manager), Bill Simons (Parking Manager), and Michael Cicchese (Parking Clerk)

CITIZENS' FORUM

No one was present to address the Commission

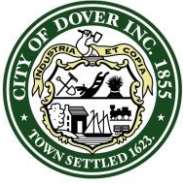
MEETING MINUTES – Review and Approval of June meeting minutes

Commissioner Perry moved to approve the minutes from the June 21, 2016 meeting. The motion was seconded by Commissioner Buckley. **Approved 4-0**

STAFF UPDATES – Meter Activity, Budget and Pro Forma – Bill Simons

Parking Manager Bill Simons provided the monthly financial report, along with preliminary FY16 figures, highlighting that parking meter transactions for the year were up by nearly 11 percent. The Parking Manager also pointed out that \$20,680 in parking fines were brought in at the City Clerk's Office. Regarding the Pro Forma, the Parking Manager pointed out when the TIF plan was adopted by the City Council in 2014, the projected value of TIF District parcels for FY16 was \$95,381,166. The actual value in FY16 for those parcels is now \$99,176,800.

Assistant City Manager Chris Parker gave the Commission a brief update on the following development projects: Robbins property, Third St. lot development, Waldron Court, and the second phase of First Street development.

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OLD BUSINESS

a) Discussion and vote on a 3-hour time limit for the surface spaces only, including disabled spaces, in the Orchard Street parking lot

Parking Manager Bill Simons reported several local merchants had requested reducing the time limit for the public spaces in the Orchard St. surface lot from the current 10 hours to 3 hours, in hopes of creating more turnover and availability for their customers. Another concern merchants had was with local residents monopolizing the disabled parking spaces in front of their businesses for several days at a time.

Commissioner DiGregorio moved to, on a temporary basis for evaluation, reduce the time limit in the Orchard St. surface lot to 3 hours, remove two of the disabled parking spaces in front of the Cocheco Apartments building, and add two more disable parking spaces near the second floor elevator of the parking garage. The motion was seconded by Commissioner Buckley. **Approved 4-0**

The Commission also voted to have the Parking Manager inquire on if the Police Chief would support the removal of the two Police Visitor parking spaces in front of Cocheco Park Apartments to make more spaces available for the businesses on the first floor of the building. The three Police Visitor spaces inside the garage would remain or could be expanded. The new layout of the area, if approved, would be two 15-minute spaces, three disabled and four metered. **Approved 4-0**

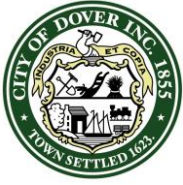
b) Discussion and vote of new parking spaces on Chestnut Street Bridge.

Parking Manager Bill Simons reviewed for the Commission options in managing the newly created parking spaces on Chestnut Street that resulted in the recent traffic pattern realignment. Simons added Community Services is concerned about parking on the Chestnut St. bridge during the winter given snow removal challenges for that area.

Commissioner Perry moved to recommend the Chief of Police limit parking on Chestnut St. to 2-hours, and allow the Parking Bureau to sell parking permits at \$20 a month on a temporary basis for evaluation. The motion was seconded by DiGregorio. **Approved 4-0**

NEW BUSINESS

a) Discussion of Chestnut Street parking lot 2-hr limit.

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Parking Manager Bill Simons informed the Commission about current trends in the Chestnut St. lot where users are getting around the 2-hour limit by moving vehicles briefly to gain a new 2-hour window. According to the Parking Manager, the City Attorney is recommending the ordinance be amended to read a 2-hour limit per day.

Commissioner Perry moved to have the ordinance updated to make the 2-hour limit “per day” within each listed 2-hour parking zone. Seconded by Commissioner Buckley. **Approved 4-0**

b) Discussion and vote on \$1 credit card fee for permits purchased at parking office

Bill Simons presented a plan to the Commission where parking permit customers would be able to purchase permits with a credit card. The parking meter in the Parking Bureau office, which is used for paying parking fines with a credit card, would be used permit sales as well. As with parking fine payments, permit purchases would require an extra \$1 fee to cover bank fees.

Commissioner Perry moved to add a \$1 fee for credit card transactions when purchasing a parking permit. Commissioner DiGregorio seconded the motion. **Approved 3-1 (Massingham dissenting).**

ADJOURN

Commissioner Buckley moved to adjourn the meeting, which was seconded by Commissioner Perry. **Approved 4-0**

Meeting adjourned at 9:29 a.m.