

 CITY OF DOVER	DOVER PARKING COMMISSION - MINUTES Meeting Type: Regular Meeting Meeting Location: Public Meeting Room – Dover Police Station 46 Chestnut Street, Dover, NH 03820 Meeting Date: Tuesday, October 15, 2019 Meeting Time: 8:30 a.m.
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Called to Order at 8:31 a.m. by Chairman **Charles Reynolds**

ROLL CALL

Members Present: Charles Reynolds (Chairman), Joseph DiGregorio, Jack Buckley (via conference call), Thomas Massingham, Periklis Karoutas and Dennis Ciotti (City Council liaison)

Members Absent: George Maglaras (Vice Chairman) (excused); Anthony McManus (excused)

Commissioner Massingham made a motion to allow Commissioner Buckley to participate in the meeting via telephone. Commissioner DiGregorio seconded the motion.

Roll Call Vote: Reynolds – yes; DiGregorio – yes; Massingham – yes; Karoutas – yes; Approved 4-0

Others Present: Christopher Parker (Assistant City Manager), Daniel Barufaldi (Economic Development Director) John Storer (Community Services Director), William Breault (Chief of Police) William Simons (Parking Manager), and Michael Cicchese (Deputy Parking Manager)

CITIZENS' FORUM

Paula Deplanche with Leone, McDonnell and Roberts on Nelson Street, spoke against restricting parking on one side of the street during the winter months.

Mark Adams from Cushing Street spoke in favor of limiting parking to one side of Cushing Street during the winter months.

Nova Mullineaux, owner of Adelle's Coffeehouse, requested the Parking Commission approve 15-minute time limited parking spots on Hale Street.

MEETING MINUTES

Review and Approval of September meeting minutes

Commissioner DiGregorio made a motion to approve the minutes from the Sept. 17, 2019 Parking Commission regular meeting. Motion seconded by Commissioner Massingham.

Roll Call Vote: Reynolds – yes; DiGregorio – yes; Massingham – yes; Karoutas – yes; Buckley – yes. Approved 5-0



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STAFF UPDATES

A) Parking Activity & Budget – William Simons

Parking Manager William Simons presented transaction reports for September. With September being the first month of the increased meter hours and progressive pricing, there was a significant increase in meter use in September 2019 as compared to September 2018.

B) Downtown Development – Christopher Parker, Assistant City Manager

Assistant City Manager Christopher Parker updated the Commission on some of the downtown development projects. He said the project at 104 Washington St. had some delays and is now expected to open in December. Parker added, however, that parking on Washington and Locust streets should reopen in November. The development on Third Street is also expected to be completed in December along with public parking spaces returned in the Third Street lot area. He added the developer of the Third Street project renegotiated its agreement with the city regarding spaces in the Chestnut Street lot. Instead of getting 16 deeded spaces, they will purchase 16 permits for the lot.

NEW BUSINESS

A) Hale Street – 15-Minute Spaces

Resolution: Recommend to the City Council

1) Amend City Ordinance 166-57 Schedule J, Limited Time Parking, subsection D (15 minute limit) as follows:

ADD: HALE STREET - two spaces in front of 5 Hale Street.

Background: The owners of Adelle's Coffee Shop is asking that two spaces on Hale Street be set aside to allow only 15-minute parking .

Commissioner Buckley made a motion to approve the resolution. Motion failed due to lack of a second.

B) Winter Parking

Resolution: Recommend to the City Council

2) Amend City Ordinance 166-56 Schedule I, No Parking Anytime, as follows:

ADD: Between Dec. 1 and Apr. 1

Third Street (Northerly side from Chestnut to Grove)

Fourth Street (Northerly side from Chestnut to Grove)

Fifth Street (Northerly side from Chestnut to Grove)

Lincoln Street (Northerly side from Chestnut to Grove)



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Summer Street (Southerly side from Central to Belknap)
Belknap Street (Westerly side from Washington to Silver)
Cushing Street (Easterly side from Washington to Silver)
Lexington Street (Easterly side from Washington to Silver)
Rogers Street (Southwesterly side)
Forest Street (Northwesterly side)
Essex Street (Southwesterly side)
Hancock Street (Southwesterly side)
Folsom Street (Southerly side)

Background: Community Services Director John Storer will present to the Commission a request to restrict parking on one side of the noted streets to facilitate winter maintenance as well as improve the ability of emergency vehicles to access those locations. This restriction would be calendar based, 24/7.

NOTE: Nelson Street is also part of this request but there is an old ordinance still in place from when the street was two-way. The street would just need to be posted.

Commissioner DiGregorio made a motion to recommend the resolution to the City Council, and Commissioner Buckley seconded the motion.

Community Services Director John Storer gave a presentation regarding implementing a calendar-based winter parking ban on certain streets to help with snow removal efforts, and maintain roads be wide enough for emergency vehicles.

Commissioner Buckley made a motion to amend the resolution to where the fine for violating the proposed restrictions be raised from \$20 to \$50. Massingham seconded the motion.

Roll Call Vote: Reynolds – yes; DiGregorio – yes; Massingham – yes; Karoutas – no; Buckley – yes. Approved 4-1

Roll Call Vote on the Resolution as Amended: Reynolds – yes; DiGregorio – no; Massingham – yes; Karoutas – no; Buckley – yes. Approved 3-2

C) Parking Commission Authorization to Adjust Limits within Parking Permit Locations. Resolution: Recommend to the City Council

- 1) Amend City Ordinance 166-23 Business Parking Permit Program as follows:
ADD Paragraph F: When business parking permit locations are authorized by City Council in 166-60 Schedule M; the Chief of Police, at the request of the Parking Commission, may adjust the area within those locations where permits may be used.



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Background: City Council authorizes numerous locations throughout the downtown where monthly permits may be sold. On occasion, adjustments are needed within these areas to meet current demands. This amendment would eliminate the need to go back to the City Council each time for minor changes within an authorized zone.

Commissioner DiGregorio moved to recommend the resolution to the City Council; Commissioner Buckley seconded the motion.

Roll Call Vote: Reynolds – yes; DiGregorio – yes; Massingham – yes; Karoutas – yes; Buckley – yes. Approved 5-0

D) Contractor Parking

Resolution: Recommend to City Council

1) Replace 166-40 Contractor Parking to as follows:

- A. The Chief of Police, or designee, may permit contractors or others to reserve a parking space(s) upon payment of a fee established in the Schedule of Fees adopted by City Council provided that it is essential for work being done in the immediate area.
- B. Additionally, contractors would be required to pay any metered parking fees, per space, in effect in that location.
- C. Contractors not needing a space reserved shall only be responsible for the metered parking fees, per space, in effect in that location.
- D. Fees established in the Schedule of Fees for non-metered spaces are per space.

Background: This ordinance amends the regulations for reserving parking spaces for contractors or other needing specific spaces.

Commissioner DiGregorio moved to recommend the resolution to the City Council; Commissioner Massingham seconded the motion.

Roll Call Vote: Reynolds – yes; DiGregorio – yes; Massingham – yes; Karoutas – yes; Buckley – yes. Approved 5-0

E) Parking Manager Matters of Interest : No issues raised

F) Commission Members Matters of Interest: No issues raised

ADJOURN

Commissioner DiGregorio moved to adjourn the meeting. Seconded by Commissioner Karoutas.

Approved 5-0 Meeting adjourned at 9:15 a.m.