

PARKING COMMITTEE MINUTES
Thursday, July 17, 2003
City Hall – Council Chambers

I. CALL TO ORDER:

The Parking Committee meeting was called to order by Alex Hanson, Chairman at approximately 8:45 a.m.

Members Present: Chairman Alex Hanson, Asst. Mayor
John Bohenko, City Manager
John Burke, Parking & Transportation Director
Steve Parkinson, Public Works Director
Andrew Purgiel, City Auditor
Deputy Police Chief Dave Young

II. ACCEPTANCE OF THE MINUTES:

Motion made by Steve Parkinson to accept the June 19, 2003 minutes of the Parking Committee. Seconded by Andrew Purgiel. Motion passed.

III. OLD BUSINESS:

(A) **Downtown Parking Validation Program** — Update – John Burke stated that after three weeks program sales and participation continue to increase. Andrew Purgiel, City Auditor reported that during the period June 24 – July 12, 2003, 22 businesses are now participating. 30 booklets of stickers with 100 stickers per booklet for a total of 3,000 stickers have been sold with a total revenue of \$1,350.00. The cost of printing 10,000 stickers was \$883.93. There were two tickets with multiple business visits and the average use is 11.84 stickers per day. John Burke stated that a very positive sign is when people start getting validations from multiple businesses on a single ticket.

(B) **Market Street Taxi Stand Pilot Project** – Update – John Burke stated that a daily survey (Mon. – Sat.) was conducted by the Parking Enforcement Officers during a week in May and then again last week. The pilot program has been in place for approximately 6 months.

There was not a single time when both spaces on Market Street were occupied by taxis. The taxi stands were monitored approximately every half-hour. Most times, there was not a taxi in either Market Street spots. The Committee discussed the need to have 2 taxi stands on High Street as well as 2 on Market Street. It was agreed that the number of taxi stands on Market Street be reduced to one and that a 15-minute metered spot be

installed in front of Breaking New Grounds. Chairman Hanson stated that the 15-minute space could be used by taxi stands for pick-ups and drop-offs.

MOTION made by John Bohenko to keep one meter taxi stand (behind the Police Cruiser space) and change the second to a 15-minute parking space. Seconded by Steve Parkinson. Motion passed.

Alex Hanson suggested John Burke write a letter to the Taxi Commission.

- (C) **Vehicle Sense – New Meter Technology** – Report back from John Burke on the proposed pilot program. He stated that there is already a pilot-program underway in Cambridge, Massachusetts on the Vehicle Sense and he recommended that we wait and see how it works out for Cambridge.

City Manager John Bohenko stated that from time to time, staff will bring new proposals and technology options to the Committee for consideration. This does not mean that the City is committing to implementing these options – but we need a forum to review and discuss them.

IV. NEW BUSINESS:

- (A) **Request For Two Disabled Parking Spaces – Letter and map enclosed** – John Burke referred to the letter from Coastal Employment Services on Kearsarge Street and their need for two disabled parking spaces. The agency provides employment opportunities to people with disabilities.

MOTION made by John Bohenko to grant the request for the 2 disabled parking spaces. Seconded by Deputy Police Chief Dave Young. Motion passed.

- (B) **Truck Loading Zone Map** - John Burke presented the final truck loading zone map to the Committee and explained that it would be reduced in size to 11 x 17 and provided to the Police Department and meter enforcement personnel. Enforcement officers will be able to provide them to commercial delivery people who are illegally parking to show them where the zones are.

He added that the Truck Loading Ordinance was recently passed by the City Council and that the Committee recommend a specific violation for parking in a truck-loading zone.

MOTION by Deputy Police Chief Dave Young for a violation fee of \$25.00 for parking in a truck loading zone and to change the present Ordinance to reflect this. Seconded by Andrew Purgiel. Motion passed.

- (C) **Review of Section 7.1004A.4 – Towing or Immobilization of Motor Vehicles for Non-Payment of Parking Fines** – John Burke stated that there is a need to review whether the 5 ticket/\$75 threshold for the Boot & Tow list is still effective. City Manager John Bohenko suggested reviewing this and bringing it back to the next meeting.

MOTION made by Steve Parkinson to table this matter. Seconded by John Bohenko. Motion passed.

V. OTHER BUSINESS:

- (A) **Parking Today Article – Pay and Display Multi-Space Parking Meters** – Discussion. John Bohenko stated that the multi-space meters are used in Colorado and Salt Lake City. Visually, they reduce the number of meters 8-fold and can be more efficient from a maintenance and operations standpoint. John Burke added that they accept multiple payment options.
- (B) **Police Department Van** – John Bohenko discussed the need for replacing the meter collections van. It is quite old and on its last legs. He suggested John Burke speak with the Captain of the Auxiliary to specify needs for a second hand vehicle.
- (C) **152 Court Street** – John Burke handed out an e-mail he received from the Coastal Program – a NH state agency located on Court Street who is seeking a long-term designated space downtown for one of their agency vehicles. The Committee did not believe that this would be appropriate. Since the state has government plates, they are already allowed to park for free downtown. The committee felt that designating a specific space should not be allowed.

MOTION made by Steve Parkinson to place on file. Seconded by Andrew Purgiel. Motion passed.

VI. ADJOURNMENT:

Meeting adjourned at approximately 9:30 am.

Respectfully submitted

Elaine E. Boucas, Secretary