

PARKING COMMITTEE MEETING
9:00 AM –Thursday, April 13, 2006
City Hall – Conference Room A

I. CALL TO ORDER:

Chairman Ken Smith called the meeting to order at approximately 9:00 a.m.

II. ROLL CALL

Members Present: Councilor Ken Smith, Chairman
John P. Bohenko, City Manager
Steve Parkinson, Public Works Director
Police Capt. David Ferland
Andrew Purgiel

III. ACCEPTANCE OF THE MINUTES:

MOTION made by Andrew Purgiel to accept the minutes of January 12, 2006 meeting. Seconded by Steve Parkinson. Motion passed.

V. OLD BUSINESS:

- (A) **Church Street** – City Council Referral - Formalize two parking spaces (map attached) – Steve Parkinson stated that the proposal is to provide two metered parking spaces on Church St. between telephone pole and 20’ from corner of State Street. We need to install two “no parking” signs within the dumpster area, there is an issue of one vehicle parking in that area.

The Chair asked if they have been able to identify the vehicle. Steve Parkinson responded it is one of two vehicles there almost every day and not sure who the owners are. It is an issue, we have another dumpster approved for the area so we need to sign the dumpster area for no parking. It will be a 2 yard dumpster.

MOTION made by Steve Parkinson to formalize two metered spaces on Church Street and put a “no parking” sign in the dumpster area. Seconded by Police Capt. David Ferland. Motion passed.

- (B) **Hanover Street – Cathartes Private Investments – Harbour Hill** – Commercial Condominium request for three 15-minute parking spaces immediately outside unit (letter attached) – Steve Parkinson stated that there was a prior request from Cathartes, Developers and Builders of the new Hilton Garden Hotel and Condominium project on Hanover St. They were looking for three 15-minute parking spaces in front of the commercial-condo portion of the building almost at Fleet St. This was

tabled until a time period closer to their opening. We did create two 15-minute spaces further up the street to accommodate the Juicery and Mainely Chocolate. Cathartes are no longer interested in three spaces at this time, only interested in two spaces. Ipswich Savings is now open in there and they are looking for two 15-minute spaces for their clientele. The Chair suggested trying this on a one-year basis. Steve Parkinson responded setting this up as part of the Omnibus and create two spaces and see how it goes.

MOTION made by Steve Parkinson to create two 15-minute parking spaces for a one-year trial basis in front of the Condo portion of the project. Seconded by City Manager John Bohenko. Motion passed.

III. NEW BUSINESS:

- (A) **Parking Garage** – Request for Group Licenses – City Manager John Bohenko suggested setting this up for the next meeting. Andrew Purgiel to work with Tim Cherry and pull together some statistics, the number we have committed for 12-hour and 24-hour monthly parkers. What is the percentage of usage Monday through Friday, for example on Monday 80% use it and Saturday 10-20% using it and look at the hours. For example, from 7:30a –5:00p the 12-hour parkers may be using Monday-Friday 80% of the time and after 5:00p how does it drop, to what percentage. Do this for the last two years to see the trend of usage. Basically we will be reusing those spaces and getting double the revenue.

Ken Smith referred to special events, how do we handle Market Sq. Day and Fireworks?

The City Manager responded again to look at the last two years relative to Children’s Day, Market Sq. Day, Fireworks and First Night as a benchmark for multiple years.

IV. ADJOURNMENT: Adjourned at approx. 9:10 a.m.

Respectfully submitted

Elaine E. Boucas, Secretary