

PARKING COMMITTEE MEETING
9:00 AM –Thursday, October 12, 2006
City Hall – Conference Room A

I. CALL TO ORDER:

Chairman Ken Smith called the meeting to order at approximately 9:05 a.m.

II. ROLL CALL

Members Present: Councilor Ken Smith, Chairman
John P. Bohenko, City Manager
Steve Parkinson, Public Works Director
Deputy Police Chief Len DiSesa
Jon Frederick, Parking Manager
Andrew Purgiel

III. ACCEPTANCE OF THE MINUTES:

MOTION made by Andrew Purgiel to accept the minutes of the August 8, 2006 meeting. Seconded by Steve Parkinson. Motion passed.

IV. NEW BUSINESS:

- (A) **Introduction of Jon Frederick, Parking Manager** – The Chair welcomed Jon who just completed a 20 year career in the Coast Guard, has a Master’s Degree in Public Administration from UNH and is looking forward to serving the City of Portsmouth.
The City Manager stated that his background and experiences will fit well and Jon was also interim Director of the Derry Housing Authority. Jon will be working with the parking Division including the parking facilities operation, parking meter operations, assigning schedules and will be working with the downtown businesses. The functions of the Traffic Engineer have been separated from the Parking Management function as Debbie Finnigan will be utilized for her engineering skills specifically rather than transfer those into parking management area.
- (B) **Hanover Street** – Intermodal Facility – Steve Parkinson stated the need to change the existing Ordinances that are on Hanover Street to designate the bus stop, the no parking section as well as the two 15-minute parking spaces across the street from the entrance to the parking garage. This will now conform to what has been built and what is in the process of being built.

MOTION made by the City Manager to adopt as presented the changes for the Intermodal Transportation Center. Seconded by Deputy Police Chief DiSesa. Motion passed.

The Chair informed Steve Parkinson that the work that has been done, the tree plantings, garden work, new sidewalks, has received compliments on how beautiful it is.

- (C) **Immaculate Conception Church** – Parking – The Chair informed the Committee that this matter came from a City Councilor. The churches have combined three churches so there are more people at the Masses at Immaculate Conception and parishioners are getting parking tickets during Mass and have asked if we would look into the situation during the Mass hours. Jon Frederick prepared a map of the church area showing the existing parking and no parking areas.

Deputy Police Chief DiSesa reported the Police are responding to complaints of the neighbors.

Steve Parkinson stated there is a section in the Ordinance that does allow parking on Sundays and does not allow parking on other days.

MOTION made by the City Manager to table this until next meeting for a chance to speak with the Church, review the Ordinance and go through Legal as well. Jon Frederick will follow up and speak with the Priest at Immaculate Conception Church to see what their needs are. Seconded by Deputy Police Chief DiSesa. Motion passed.

Deputy Police Chief DiSesa's concern is that Chatham Street is narrow and with cars parked there, could an emergency vehicle get through? City Manager suggested speaking with Assist. Fire Chief Steve Achilles or Fire Chief LeClaire.

- (D) **Handicap Parking** - Time Regulating – Jon Frederick looked at various cities throughout the State and a few outside the state and in general the time limit for handicap parking is unlimited and without exception the fare was free.

Deputy Police Chief DiSesa will check on the RSA and speak with Legal and get back to Jon.

MOTION made by Steve Parkinson to table until next month for a report back from Jon Frederick. Seconded by John Bohenko. Motion passed.

V. **OLD BUSINESS:**

- (A) **Parking Study** – The City Manager would like to bring back the parking consultant, sit down with him and go through everything with him. Jon

Frederick has read the three draft reports that were previously done by the Consultant and did a summary of each study and went through the three reports. Report #1 is the Parking Rate Evaluation, Report #2 is Service Delivery Evaluation and Report #3 is the Parking Program Development. The City Manager thanked Jon for his comprehensive summary of the Parking Study. The Manager would like to bring back the parking consultant, go through the report and refer to Jon's summary. Would like to have this as our work plan, note it on our Agenda and keep copies, it is an excellent summary. Over the next three meetings would like to pick it apart with our first requirement to bring back the parking consultant, attach the summary to the Agenda, go forward and either accept them or take them off the table. Perhaps have a special meeting on this beginning at 7:30 a.m. include the Fire Department, Police Department, Debbie Finnigan, Steve Parkinson, Dave Holden and Cindy Hayden.

VI. OTHER BUSINESS:

- (A) **Ticket Forgiveness Program** - The Chair would like to move this matter on to the City Council. This Committee has looked into the Forgiveness Program and at this time does not recommend this Program as it would be cost prohibitive to the City.

MOTION made by Deputy Police Chief DiSesa to recommend to the City Council that this Committee has looked into the Forgiveness Program and at this time does not recommend this Program as it would be cost prohibitive to the City. Seconded by Andrew Purgiel. Motion passed.

- (B) **Snow Ban** – The City Manager would like to reinstate the snow ban coupons and adopt the same program this year. Andrew Purgiel reported that last year 79 citizens signed up for the coupons, the City had 3 parking bans and last season, a total of 75 persons used this program and were very happy with it.

MOTION made by Andrew Purgiel to adopt the Snow Ban Coupons as we did last year. Seconded by Deputy Police Chief DiSesa. Motion passed.

The City Manager asked that Jon work with Andrew and Pat Remick to put out a press release, put it on the website and that his staff is aware of this, enforcement, garage, parking services, ticket collection and sit down with Andrew and Ruth Bowen.

This is to be initiated now.

- (C) **Snow Ban Signs** - The Chair referred to snow ban signs with a flashing blue strobe light and asked if this is something we should look into. The

sign read “when flashing, snow ban in effect”. The Chair asked if there had been an issue of people saying “I didn’t know there was a snow ban”. Deputy Police Chief DiSesa stated their experience has been that they get the information out, it is advertised with press releases, channel 22 and radio. The City Manager suggested looking into this.

MOTION made by the City Manager to have the snow ban signs looked into. Seconded by Andrew Purgiel. Motion passed.

V. **ADJOURNMENT:** Adjourned at approximately 9:30 a.m.

Respectfully submitted

Elaine E. Boucas, Secretary