

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

I. CALL TO ORDER:

Chairman Ken Smith called the meeting to order at approximately 9:35 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
 Jon Frederick, Parking Manager
 Andrew Purgiel

III. ACCEPTANCE OF THE MINUTES:

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

IV. NEW BUSINESS:

(A) **Wright Avenue Lot** – Change to 4 Hour Parking – Jon Frederick reported he spoke with area business and because of the lot’s distance from downtown, the 2 hour parking is not adequate to accommodate the people utilizing it. It is recommended to change it from 2 hours to 4 hours.

MOTION made by Jon Frederick to change the two hour parking to 4 hour parking. Seconded by Steve Parkinson. Motion passed.

The 4 hours will be enforced.

(B) **Pleasant/Congress Streets** – Horse and Carriage Parking Space – The Chair stated there is still a horse and carriage in town which parks at Strawberry Banke.

The City Manager suggested putting the police vehicle in that spot freeing up the space in front of the businesses. The Chair suggested moving the taxi stand where the Police vehicle was and free up the taxi stand so that it is not between two parking spaces.

MOTION made by Police Capt. Dave Ferland to table this until the next meeting to allow him to speak to the Police Department. Seconded by Steve Parkinson. Motion passed.

- (C) **Downtown Area - Christmas Seasonal Parking** – The City Manager stated this is on the Agenda for City Council meeting.

Jon Frederick informed the Committee that rather than using the bags that approximately 50% will need to be replaced during the course of the 2 week period because of vandalism and weather, Mike Casad, Meter Maintenance, developed a sign that will be placed inside the meter head to display the free parking. This will be a cost of approximately \$50 versus \$1200, a savings to the City.

MOTION made by Jon Frederick to implement the parking program during the Christmas season from December 9th to December 25th. Seconded by Steve Parkinson. Motion passed.

- (D) **Old Library – Non-metered Parking Spaces – Use of Parking Lot** – Jon Frederick referred to the up-coming closure of the old library that there are five 30-minute unmetered space at the Bridge Street lot reserved for the Library and the Library lot itself has ten one-hour unmetered spaces and two handicap accessible spaces.

MOTION made by Steve Parkinson to install five meters in the current unmetered spaces in the Bridge St. Lot once the Library is closed. Seconded by Andrew Purgiel. Motion passed.

MOTION made Steve Parkinson that the ten unmetered spaces at the current library lot be metered two hour limit after the Library is closed. Seconded by Andrew Purgiel. Motion passed.

- (E) **Hanover Street - Intermodal Facility – Request for Taxi stand** – Jon Frederick received a request from the Taxi Commission to add a taxi stand at the Hanover Street Intermodal Facility and that one of the two taxi stands on High Street be removed. There is room to add another spot there so that we are not losing a metered space.

Dave Ferland reported that the taxi stand on Market Street currently behind the police vehicle is not used.

The City Manager suggested writing a letter to the Taxi Commission that a stand will be placed at the Intermodal Facility and would like to take one from Market Street as it has been observed it is not being utilized.

MOTION made by City Manager to write a letter to the Taxi Commission that a taxi stand will be placed at the Intermodal Facility and the one on Market Street will be removed as it has been observed it is not being utilized. Seconded by Police Capt. Dave Ferland. Motion passed.

V. **OLD BUSINESS:**

(A) **Parking Study – Report Back** – Jon Frederick presented a continuation of the report from the summary of the Parking Consultant’s study showing our priorities as well as notes from the meeting. This will be relooked at in 2008.

(B) **Handicap Parking - Time Regulating – Report back** – Jon Frederick presented the Committee with information he received from Governor’s Commission on Disability. This includes a statement of how cities and towns should go about handling handicap parking regarding metering and time enforcement. Metering is free, but for time enforcement they recommend an hour over the time limit, a two hour space would be three hours. The second part includes the RSA.

The Chair suggested a notice that after the first of the year enforcement will begin on 3 hour limit if this is the Committee’s decision. Jon reported there are currently 11 vehicles that utilize the metered space that is not a handicap parking spot and is utilized all day.

The City Manager suggested citing the RSA

The Chair felt the handicap spaces should remain as they are, a first-come, first-serve basis.

Steve Parkinson suggested Jon put together an information flyer that could be put on the windshields citing the RSA and course of action we are taking effective on such a date the City will be enforcing a 3-hour time limit on handicap parking at meters.

The Chair stated the report would be received in December and enforcement to begin March 1.

The Chair suggested the flyer be brought back to the next meeting and distributed after the holidays.

I. **INFORMATIONAL:**

(A) **Immaculate Conception Church** – Referred to Traffic & Safety Committee. The Chair reported this was referred to Traffic & Safety who placed this on file. Steve Parkinson added they will go back and make an Ordinance change to clean up Chatham Street Intersection. There will be no parking on Chatham Street on Sundays.

V. **ADJOURNMENT:** Adjourned at approximately 10:00a.m.

Respectfully submitted

Elaine E. Boucas, Secretary