

**PARKING COMMITTEE MEETING**  
**9:00 AM –Thursday, December 21, 2006**  
**City Hall – Conference Room A**

**I. CALL TO ORDER:**

Chairman Ken Smith called the meeting to order at approximately 9:15 a.m. on speaker phone.

**II. ROLL CALL**

**Members Present:** John P. Bohenko, City Manager  
Steve Parkinson, Public Works Director  
Deputy Police Chief Len DiSesa  
Jon Frederick, Parking Manager

**III. ACCEPTANCE OF THE MINUTES:**

**MOTION** made by Steve Parkinson to accept the minutes of the November 3 and November 9, 2006 meetings. Seconded by John Bohenko. Motion passed.

**IV. NEW BUSINESS:**

- (A) **Edible Arrangements** – Request for loading zone (letter dated October 19, 2006 attached) – Jon Frederick stated that Fleet St. adjacent to their building is all metered parking spaces. Discussed the idea of putting the loading zone on Porter St. closest to Fleet and recommended forwarding this to the Traffic & Safety Committee to determine if this is feasible.

**MOTION** made by City Manager John Bohenko to forward this item to the Traffic & Safety Committee. Seconded by Jon Frederick. Motion passed.

- (A) **Chapel at Sheafe Streets** – Replace Handicap Space with Metered Space  
Jon Fredrick stated there was an elderly woman living in the building next to the parking space at the corner of Chapel and Sheafe who is no longer there and the space is highly under utilized. Given the situation where handicap parking can park anywhere the space would be better utilized if it became a metered space. There are handicap spaces at the Wright Ave. lot, two spaces on Bow St. across from the theater and another on State across from Penhallow.

**MOTION** made by City Manager John Bohenko to replace the handicap space with a metered space at Chapel and Sheafe Streets. Seconded by Steve Parkinson. Motion passed.

The Chair asked if this was a two hour space? Jon Frederick responded it is a two hour space.

V. **OLD BUSINESS:**

- (A) **Immaculate Conception Church** – Traffic & Safety referral back to Parking Committee to keep Chatham Street within the No Parking section of the Ordinance and remove it from the limited One Hour parking – Jon Frederick stated there is a conflict in the Ordinance. Chatham St. is addressed both under the limited one-hour section and under the No Parking Section. Recommended that the Limited Parking one hour section be removed from the Ordinance. Jon will include this in the Omnibus Parking Ordinance.

No action.

- (B) **Handicap Flyer** – Review - Presented at meeting – The City Manager stated that our policy will be effective March 1, 2007 as state law allows somebody parking in handicap space to be there an hour beyond the stated time. The flyer will be distributed after the first of the year, sometime in February. The flyer will be sent to the Chair.

Police Chief DiSesa stated that parking can issue tickets to anyone going beyond that time frame.

Jon Frederick stated the policy of the parking enforcement officers is anytime there is a change in the Ordinance they warn people for a period of up to two weeks before ticketing.

The Chair suggested two weeks prior to that have the parking enforcement officers have them put the flyer on their windshields.

- (C) **Taxi Commission** – (memo dated November 27, 2006 attached) – Jon Frederick stated that the Taxi Commission are in favor of moving the spot from Market Sq. but would prefer it to be the High St. space. In conjunction with that there was discussion of moving the police cruiser to the Horse and buggy space.

Deputy Chief DiSesa stated the Police Department is respectively opposing moving the cruiser. In speaking with the officers working downtown and ranking staff and the feeling is it is a much more visible spot at Market and Congress, closer to downtown bars that give problems, move visible deterrent, which is one of the reasons it is such a prime spot.

The cruiser parked there is the first thing people see when they drive into the square. We respectfully request the police cruiser to remain as it is.

The City Manager feels we need to rely on the Police report. Councilor Whitehouse was present on behalf of the Taxi Commission who wanted to pick up that space for taxi, there is a taxi space in back of the Police space.

The Chair stated to leave the Police Cruiser and Taxi spaces as they are. Remove the sign from the horse & buggy space and have it a metered space and eliminate the one space on High St. moving it to Hanover St.

**MOTION** made by Steve Parkinson to leave the Police cruiser space and Taxi space as it is. Remove the sign from the horse and Buggy space and return back to a metered space. Eliminate the space on High St. moving it to Hanover St. Seconded by Jon Frederick. Motion passed.

The City Manager asked Jon Frederick to follow up with Bob Hassold giving him a copy of the Police Dept. memo.

Councilor Whitehouse commented he opposed moving the Cruiser from its current space feeling it has an ideal view where it is. Suggested leaving the Horse and Buggy sign up as Public Works could park there while cleaning the fountain in the summer every morning. Steve Parkinson stated the truck normally parks where the construction trucks are now parked.

**VI. INFORMATIONAL:**

- (A) **Consultant Report** – Jon Frederick referred to The Music Hall exit plan Of entertaining a flat rate of \$3 for Music Hall events anytime they have a maximum capacity. The plan outlines addressing those issues, staffing and exit strategy for the garage itself.

**MOTION** made by Jon Frederick to entertain the \$3.00 flat rate for Music Hall events when deemed necessary to facilitate smooth exit from the garage at the conclusion of the event. Seconded by Steve Parkinson. Motion passed.

The City Manager asked Jon Frederick to drop off the packet to the Chair.

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

Respectfully submitted

\_\_\_\_\_  
Elaine E. Boucas, Secretary