

**PARKING COMMITTEE MEETING**  
**9:00 AM –Thursday, July 12, 2007**  
**City Hall – Conference Room A**

DRAFT

**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, Chair  
Steve Parkinson, Public Works Director  
Deputy Police Chief Len DiSesa  
Jon Frederick, Parking Manager  
Andrew Purgiel, City Auditor

**III. ACCEPTANCE OF THE MINUTES:**

**MOTION** made by John Bohenko to accept the amended minutes of the June 14, 2007 meeting. Seconded by Steve Parkinson. Strike line 12, Page 4 which was duplicated. Amended Motion passed.

**IV. NEW BUSINESS:**

(A) **Parade Mall** - Traffic & Safety Referral – Patrick Cummins of Appledore Engineering gave a brief overview of the Parade Mall site. Mr. Cummins referred to the colored hand out showing green for existing parking that is being removed along Hanover St. Red shows proposed parking within the City right-of-way along Hanover St. and Deer St. Blue shows proposed public parking on private way. From Fleet St. to Maplewood corridor on Hanover there are 25 spaces, 7 of those will be removed in order to accommodate three curb cuts. As a result of a meeting with Debbie Finnigan and Dave Desfosses, Debbie Finnigan recommended that one space be removed to make parking conform on the south side of Hanover by keeping spaces 20ft from the crosswalk. To off set the loss of 7 spaces, there were originally 9 spaces located in front of the hotel. However, in order for parking to conform to City standards Dave Desfosses recommended 20' spaces need to be 22' as large vehicles can't fit within the 20' spaces. In order to accomplish this we had to lose a space. As a result we have 8 spaces on Deer Street, minus 7 spaces on Hanover Street, resulting in a net gain of one space in the City right-of-way. There are also 24 additional public parking spaces within the private right-of-way. This results in a net gain of 25 public parking spaces. They had a meeting with Jon Frederick who had great recommendations regarding metering and enforcement. Regarding loading zones, the entire east side of the street will be closed from 6:00 -9:00 a.m. for loading and

will be enforced through the programming of parking management systems they will be using.

There is a pay and display pilot program coming up for the City and we with our garage consultant are looking at the same system that the City is using. Those systems are capable of being programmed so that certain spaces cannot be used during certain time frames according to programming.

Jon Frederick stated that if there is a desire for a different ticket it could be color coded. If you buy the ticket which still has time on it, you could use it elsewhere.

The City Manager stated there are on-going negotiations between the Developer and the Legal Department regarding parking enforcement in the private right-of-way. The Parking Division will keep this Committee informed.

Mr. Tim Levine stated that from a public user's experience the idea is very positive that we use the same system, because once it is understood how these machines work, one will not have to learn a new system.

Mr. Cummins stated that within the private way and public parking changes there is a net gain of 25 public street parking spaces. Also included in your packet is the garage plan. Currently on site there are 302 off street parking spaces, not including the 45 spaces that are designated for The Hill. With the garage and hotel rear parking area and residential parking area, not including the 5 valet spaces that do not conform to City standards and 12 spaces also designated for hotel use, we have 361 off street parking spaces giving us a net gain of 59 off street parking spaces.

Steve Parkinson stated that two of the existing on-street spaces on Hanover Street have only been in existence since the Hilton was built.

Ken Smith stated his understanding is that the public will be able to use the parking garage.

There will be a mix of monthly spaces as well as public spaces.

Ken Smith referred to the crosswalk over to Vaughan Mall, the triangle piece was going to be flipped.

Mr. Milcolaities stated that has been changed 5 times and Dave Desfosses likes the ramp as it is and will remain the same. Dave is now happy keeping the ramp as it is and we will angle from their side.

**MOTION** made by Steve Parkinson to approve as presented. Seconded by John Bohenko with the following stipulations: Approval is contingent upon execution of the Private Street Agreement. The maker agreed to the above. Motion passed.

- (B) **Resident Parking Sticker** – (resident e-mail dated June 25, 2007 together with City Manager's letter dated June 27, 2007 attached) – Jon Frederick referred to a letter submitted by Mr. Philips.

Neal Chalek and his wife Stephanie, 35 South Street, were present and submitted a letter dated July 12th. Mr. Chalek explained they are the only residents on the street that do not have off street parking. Frequently cannot park on their street, employees of the fish market and wine store combined with tourists using Children's Museum, Prescott Park, Strawberry Banke, out of state cars park and are left for days. Last year an out of state car parked in front of their home for 8 days. Frequently unfamiliar and out of state cars arrive on Friday and don't leave until Monday. Customers of the fish store and wine store use South Mill St. rather than the four 15-minute reserved parking spots on Marcy St. Parking has become so congested that neighbors who do have off street parking will put their cars on the street in the afternoon when they can so their guests can park in their empty driveways in the evening. Would like to ask that some parking privilege be considered for certain areas in the South End due to increase in tourism and limited parking available. It is not the locals as much as it is all the tourists from out of state that tend to park for long periods of time.

The City Manager stated this has been reviewed over the last couple of years and is something which needs to be addressed. Resident parking as Mr. Chalek described is for all residents with a sticker, first come, first serve. If we designate certain streets as resident parking, any resident can park there.

**MOTION** made by John Bohenko that we refer this to the Parking Manager for a report back for September meeting. The City Manager and Parking Manager will talk about this and put together a proposal. Seconded by Steve Parkinson. Motion passed.

These stickers will not be free, there will be a fee.

Deputy Police Chief DiSesa addressed the car being parked there for 8 days stating he needs to contact the Police Department who will mark the car, after 72 hours will ticket and tow it. You do not have to put up with a car parking in front of your home for more than 72 hours.

Mr. Chalek's letter was left with Elaine for the record.

**V. OLD BUSINESS:**

- (A) **Consultant's report – follow up:**  
**Resident Parking Program** – (report attached) Jon Frederick stated this goes along with the previous issue. The City Manager stated the key is to keep this simple. Perhaps the fee for the ticket being \$100 per year.

Ken Smith suggested the idea of having the plate number on the sticker. Jon Frederick referred to the letter received by Mr. Philip who would like free parking for residents.

**MOTION** made by Steve Parkinson to place Mr. Philip's letter on file while looking into this issue. Seconded by John Bohenko. Motion passed.

Jon Frederick referred to follow-up stating the pay and display meters will accept \$1 coins.

Jon Frederick stated the need for a minimum time for credit card purchases on pay and display meters. In Manchester you have to purchase two hours of time if a credit card is used in order to offset fees. Jon suggested one hour time limit.

Ken Smith suggested this is fine during the pilot program, but at the end of the pilot program it should be reevaluated.

Jon Frederick informed the Committee he had conversations with UNH to have a Parrott Avenue Lot study conducted by students in the MPA program starting in the fall semester. The course of study is called Methods of Policy Analysis and this study could be incorporated into the curriculum.

## **VII. ADJOURNMENT**

Respectfully submitted  
Elaine E. Boucas, Secretary