

**PARKING COMMITTEE MEETING**  
**9:00 AM –Thursday, October 11, 2007**  
**City Hall – Conference Room A**

DRAFT

**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, Chair  
John Bohenko, City Manager  
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 Steve Parkinson to accept the minutes of the August 9, 2007 meeting. Seconded by Andrew Purgiel. Motion passed.

**IV. NEW BUSINESS:**

- (A) **Portsmouth Health Food Store** – Worth Lot - Request for 15 Minute Meters – Jon Frederick received a request for a 15 minute metered space in the Worth Lot to accommodate the Vaughan Mall. Steve Parkinson stated currently there are two at the far end of the Worth Lot and none at the Maplewood end and would make sense.

**MOTION** made by Steve Parkinson to place the 15 minute meters at the Maplewood end of the Worth Lot. Seconded by Andrew Purgiel. Motion passed.

- (B) **Rock Street** – Request for two Handicap Spaces – Jon Frederick received a request from a gentleman, both he and his wife are handicapped. There is currently one handicap space marked outside of their residence. He is requesting an additional handicap space on the street as well as a line. Jon Frederick stated the street has a total of 9 spaces and the two spaces would be inside the lines of their property. The gentleman understands that they would be public spaces. Steve Parkinson stated that it will be monitored over time as people move and there may no longer be a need for a handicap space.

**MOTION** made by Steve Parkinson to approve the additional handicap space on Rock Street and to review this within the year. Seconded by Deputy Chief DiSesa. Motion passed.

- (C) **Broadwalk on Market St.** – Loss of Parking Spaces - T&S Referral – This was referred from Traffic & Safety to remove the 12 spaces along Market Street, have the sidewalk extended over which would also require that the police space, taxi stand, 15 minute space as well as the handicap space will all have to be moved over to the other side of the street as well as a short loading zone.

Jon Frederick stated there is also a fire hydrant there. There are roughly 25 spaces and would be a total loss of 50% of the spaces.

The chair stated the intent of this that came through Traffic & Safety was to then widen the sidewalk about 3 ft.

**MOTION** made by City Manager to suspend the rules to allow the people that were present to speak to the issue. Seconded by Steve Parkinson. Motion passed.

Eric Spear spoke in favor of the Broadwalk by widening the sidewalk leaving room for double parking to load/unload. Feels that it would give more walking spaces but also a chance for City owned tables, benches, trees which would make it a more inviting area and encourage people to walk. The City's Master Plan shows a lot of emphasis by citizens to focus more on pedestrians and less on cars.

The City Manager stated that we haven't done any engineering on this, it is conceptual in nature and we do not know the design standards we will be using.

Steve Parkinson stated no design work has been done, as funding becomes available we will expedite it. Mr. Parkinson explained the reason why the existing travel lane is so wide is that Market St. was at one time two-way and what you have now is the result of turning a two-way street into a one-way street. Double parking is illegal, so now to design a street for that purpose is contrary. The whole intent of the project put into the CIP was to widen the sidewalks in that area to allow a better flow of pedestrian traffic to business and the area.

The City Manager stated we have such a conceptual project now with no plans suggested to really take a look at both scenarios. Every business is effected by this and we really need to look at this and do that kind of design and have a public meeting with the merchants and see what the two options are, how will merchants be effected, where they will be effected. For short terms trips such as running in for sandwich, flowers, etc. you

don't want to go to park in the garage, you want to park in a 15 minutes space, get in and out.

Dan Kovel, Strawberry Bazaar, 57 Market Street referred to the 50% loss of spaces that if you move the Police, Taxi, etc. over to the other side you actually lose 80% of parking spaces. The #1 problem Portsmouth has is parking, which comes in many facets as parking spaces, fees and fines. If there was no parking on the other side of the street, we would not be able to park and would be in a double parking situation. It is critical to our business and at times need the ability to load/unload as well as delivery trucks.

Paul Sorli, Gaslight, referred to a meeting of a group from Market St. and many of the buildings on the east side of Market St. have no service to the back of the buildings so all deliveries come through the front doors. There are issues with loading, 15 minutes spaces. Because a number of things came up feels a work session to get input in how the dynamics work would be helpful before even getting into design.

The City Manager agrees it would be helpful to have input from those living it every day. As part of that there is a host of things to talk about. Those going to a restaurant can park in the garage where those going to a flower shop, want to be there 5-10 minutes and we need to evaluate this.

Melvin Reisl, Summerwind Jewelers, 49 Market St. would like to see sidewalks widened but should be widened on both sides of the street, should not favor one side over the other side. Agrees with parking, it is not a minor issue to take 12 spaces away and it is more than 12 when you move the other things over. The only reason we double park is because we need to get something out of the vehicles. In his case it is security with the diamonds. Double parking shows what the need is, taking more spaces away will make it worse not better.

Bob Breneman, 13 Market St., G. Willikers, stated loading is critical on both sides of the street, perhaps more on the east. Discussion of the ultimate goal of widening the street without loss of parking spaces. Coming off Ladd St., trucks would require a wider turning radius and potentially another loss of space.

Betsy Scott, Flower Kiosk, 61 Market St. and runs her business on double parking, loading for weddings, customers coming in and picking up arrangements and to have a loading zone at the top of the street would be obstructing traffic walking with flower arrangements, a loading zone at the other end of the street would be beneficial to myself as well as Dan Kovel and anybody else loading as we have no rear access for loading.

Steve Parkinson stated that there are a number of issues to look at, parking, pedestrian traffic, loading, unloading, and 15 minutes spaces, give us an opportunity to come up with various alternatives on paper. Once we have ideas on paper, we have public meetings to see what people think. We need to widen both sidewalks, the existing width on either side is not sufficient for the area or what we want to see there. How does widening one more than the other effect the parking? Feels it would be appropriate to table this.

The City Manager asked for the speakers to write down their names as well as anyone else that should be on the list and stated this is the first step of many we will have.

**MOTION** made by the City Manager to place letter on file and to work on design alternatives as requested. Seconded by Jon Frederick. Motion passed.

Jon Frederick stated that everybody will be notified of the meetings.

Steve Parkinson stated construction is scheduled for next summer, probably not until December before we start work. Public meeting will probably happen after the first of the year.

The City Manager stated that we are sensitive of the summer season and will talk with the businesses regarding construction to see what the best time would be for them and get their input.

The City Manager feels that we need to pay attention to our small retailers that require a vehicle being there only 10, 15 or 20 minutes.

Deputy Police Chief DiSesa referred to two issues: the first is putting tables and chairs out there, now that smoking is outside you'd be looking at designated smoking areas and secondly, it eliminates the whole idea of widening the sidewalk to allow people not to go into the street which is a big problem on the weekends. It's too crowded and people go into the street to walk around which is a safety issue. He feels that we should carefully look at tables and chairs being placed on a widened Market St.

- (D) **Snow Parking Ban – Coupon System** – Jon Frederick stated they would like to continue the snow ban coupon system with additions of snow removal periods and anticipated closures. There were a lot of people going into the garage when we had an anticipated snow ban that never took place.

**MOTION** made by City Manager to allow Jon Frederick to formulate a policy to bring back for formal approval. Seconded by Andrew Purgiel. Motion passed.

- (E) **Holiday Parking** – Jon Frederick recommended Monday, December 10 through December 25<sup>th</sup>. City Manager suggested the 26<sup>th</sup>.

**MOTION** made by City Manager for Holiday parking Monday, December 10<sup>th</sup> through December 26<sup>th</sup>. Seconded by Deputy Police Chief DiSesa. Motion passed.

- (F) **Parking Policy Review** – Refer to Manual presented at last meeting (memos attached) – Jon Frederick referred to the Parking Enforcement Policy Procedures Manual for acceptance with added items pertaining to Pay and Display Meters as well as enforcement of the Parrott Ave. lot.

**MOTION** made by Jon Frederick to accept the Policy and Procedure Manual for Parking Enforcement Officers as written. Motion passed.

Jon Frederick asked whether or not to continue moped parking on sidewalks.

The City Manager asked Deputy Police Chief DiSesa if they had any problem with what a moped is and isn't.

Deputy Police Chief DiSesa responded there was a ticket in question by a new officer. The State views the Moped as a motorized vehicle and has never been an issue with the Police Dept. to have them park on the sidewalk.

The Chair stated there are some mopeds that look like motorcycles.

Deputy Police Chief DiSesa responded they only go about 32 MPH. Mopeds are 50cc's or under and now look like motorcycles, and the cut off is 50 cc's. Vespers are not mopeds, they are scooters. The way the Ordinance is written is for both mopeds and scooters. Technically, you don't need a motorcycle license to drive a scooter, you can drive with a regular driver's license. Are we allowing them to be parked on the sidewalk or should they take a meters spot which is the issue.

The City Manager suggested looking at this in another year as it doesn't appear that we have a lot of problems, and if it becomes a problem, evaluate it.

Jon Frederick stated that the Parking Enforcement Officers are pretty diligent about this.

The Chair asked about segways? Deputy Police Chief DiSesa responded State law, segways are not considered a motored vehicle. and are allowed on sidewalks.

Jon Frederick referred to enforcement of motorcycle parking, we had the opportunity to say that every motorcycle had to have its own parking ticket which would force a situation where we had one motorcycle in every spot taking up all downtown parking and suggested staying with the present policy that if the meter had been fed you could pack as many in that space as possible.

If the Pay and Display is not valid, they all get tickets?  
Jon Frederick responded “yes”.

**V. OLD BUSINESS:**

- (A) **Omnibus** – Ordinance Changes – Jon Frederick stated there were eight actions taken throughout the year that need City Council approval. The City Manager suggested putting this item under the Chair’s name on the Agenda for a request for a first reading in November.

**VI. OTHER BUSINESS:**

- (A) Jon Frederick referred to the work of Mike Casad who put in the Pay and Display Meters. He installed the bases for the meters and when the tech came he stated that it was the best looking job he has ever seen in his career of putting them in, nothing had to be adjusted with Mike’s work. The signage was his design and idea as well and wanted to mention to the Committee the excellent job that he did.

The Chair asked Jon Frederick to thank him on behalf of the Committee, we appreciate his hard work.

**VII. ADJOURNMENT:**

Respectfully submitted  
Elaine E. Boucas, Secretary