

PARKING COMMITTEE MEETING
7:30 AM –Thursday, November 13, 2008
City Hall – Conference Room A

I. CALL TO ORDER:

Chairman Ken Smith called the meeting to order at approximately 7:30 a.m.

II. ROLL CALL

Members Present: Councilor Kenneth Smith, Chair
Steve Parkinson, Public Works Director
Police Captain Dave Fernald
Jon Frederick, Parking Manager
Andrew Purgiel, City Auditor

III. ACCEPTANCE OF THE MINUTES:

MOTION made by Jon Frederick to accept the minutes of the October 9, 2008 meeting. Seconded by Steve Parkinson. Motion passed.

IV. NEW BUSINESS:

- (A) **557 State Street** – Driveway issue - (letter dated March 8, 2007 attached) Jon Frederick stated this is an old issue where Mr. Schulz’ driveway was being blocked by parked vehicles. This committee resolved that it was up to him to call the Police anytime there was an issue, which he has not done. Jon informed him he needs to call the Police to establish a record and that his complaint would be mentioned to the Parking Committee.

MOTION made to accept letter and place on file. Seconded by Steve Parkinson. Motion passed.

- (B) **Holiday Parking** – Jon Frederick is recommending free Holiday Parking Monday, December 15th through Saturday, December 27th.

MOTION made by Steve Parkinson for Holiday parking Monday, December 15th through Saturday, December 27th. Seconded by Andrew Purgiel. Motion passed.

The Chair asked that the Press Release stress that parking time limits are still in effect and will be enforced.

- (C) **Bridge St./Court St. Lots** – Change to 4-hour parking – Jon Frederick stated that Court Lot is currently 2-hour parking and Bridge St. lot is half 2-hour and half 4-hour parking. Given the peripheral location of the two

lots, he feels the lots would be better utilized if they were turned into 4-hour lots. We would have to buy additional meters to make those 4 hours as we do not have 4-hour meters in our parts supply. If we were to use Pay and Display meters to outfit these two lots we would increase our spare parts supply for 2-hour meters while avoiding the need to purchase additional 4-hour meters.

MOTION made by Steve Parkinson to approve the conversion to a 4-hour lot. Seconded by Andrew Purgiel.

Jon Frederick stated we are in a holding pattern, we have to go out and replace all traditional meters. The conversion should take place soon in order to avoid replacing the older meters.

MOTION made by Steve Parkinson to amend Motion to include conversion of Bridge St. Lot and Court St. lot to Pay and Display along with the 4-hour provision. Seconded by Andrew Purgiel. Motion passed.

PROPOSED ORDINANCE CHANGE

- (D) **367 Marcy St.** - Request for two additional 15-minute spaces (letter dated October 28, 2008 attached) – Jon Frederick reported per City Ordinance there are two 15-minute spaces directly in front of 367 Marcy St. The Fish Market and the Vine St. Winery feel that four 15-minute spaces would be more appropriate. Jon Frederick feels it would be worthy of testing under the Omnibus.

MOTION made by Steve Parkinson to place two additional 15 minute parking spaces in front of 367 Marcy St. Seconded by Andrew Purgiel. Motion passed.

V. OLD BUSINESS:

- (A) **Mt. Vernon Street** - No Parking Both Sides of Street – Jon Frederick stated that the Ordinance states “No Parking” on the westerly side only. There was a discrepancy between the existing signage and the ordinance. The Committee recommended making the signage adhere to the Ordinance on its Monday morning site-walk. The signage is being changed to adhere to the Ordinance.

- (B) **Residential Parking Program** – Discussion (Comments from Public input Session attached) – Jon Frederick stated what we would like to go forward with is a permit based system where an individual would purchase a rear window sticker with expiration date, license plate and a permit number coded in accordance with where they live in the City (for our internal measurement purposes). Jon Frederick feels Visitor Permits should be handled by issuing sheets similar to snow ban coupons, an in-

dash permit valid for one day at a time. One sheet with four decals free with the purchase of the permit, any additional sheets would be purchased at \$5.00. They would be used for visitors and contractors.

Mr. Frederick recommended a one year trial.

The areas suggested to look at now would be the Islington St. corridor including State St.

The Chair suggested taking a map and draw out the areas and do we want to go down as far as Union and Broad Streets? The Chair asked Jon Frederick to come back with district maps and other suggestions for visitor passes and bring back next month.

MOTION made by Steve Parkinson to table until next month for continuation of discussion. Seconded by Jon Frederick. Motion passed.

VI. ADJOURNMENT:

Respectfully submitted
Elaine E. Boucas, Secretary