

**PARKING COMMITTEE MEETING**  
**7:30 AM –Thursday, March 11, 2010**  
**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:**

John Bohenko, City Manager  
Steve Parkinson, Public Works Director  
Andrew Purgiel, City Auditor  
David “Lou” Ferland, Police Chief  
Jon Frederick, Parking Manager

Also present were James Feehley, Taxi Commissioner and Caleb Allen, Atlantic Valet Services.

**III. ACCEPTANCE OF THE MINUTES:**

**MOTION** made by Andrew Purgiel to accept the minutes of the February 11, 2010 meeting. Seconded by Steve Parkinson. Motion passed.

**IV. NEW BUSINESS:**

**(A) Taxi Commission** – Request for Additional Taxi Stands (Memo dated February 22, 2010 attached – Jon Frederick referred to the letter from the Taxi Commission requesting additional taxi stands. Commissioner Feehley explained there were nine medallions last year, but we now have fourteen medallions. Last year there were 34 drivers, we now have 38 drivers and there are 3 or 4 different companies that have inquired about bringing taxis into Portsmouth, so we definitely do need at least another taxi stand.

Jon Frederick explained where the current taxi stands are located. There are two loading zones on Market St. and he recommended making one of the loading zones a mixed use space - a loading zone during the day until 7:00 p.m. and a taxi stand at night from 7:00 p.m. to 6:00 a.m. Two taxis could fit in the loading zone in front of Fat Belly’s/Gaslight.

**MOTION** made by City Manager to change the loading zone on Market Street at Bow Street to be loading zone from 6:00 a.m. to 7:00 p.m. and a taxi stand from 7:00 p.m. to 6:00 a.m. allowing for two taxis at Fat Belly’s/Gas Light. Seconded by Steve Parkinson. Motion passed.

Mr. Feehley thanked the Committee.

- (B) **Financial Report** – Andrew Purgiel presented the Committee with a Projected Parking Related Revenues for FY 10. He reported it is basically the same as last month, no big changes after the past month. They are actuals through February with projections March through June. Jon Frederick stated they have been seeing a 10% reduction in expired meter tickets with meter revenue increasing. **MOTION** made by City Manager to accept the report. Seconded by Steve Parkinson. Motion passed.
- (C) **Portsmouth Public Library - Overnight Parking (City Manager request)**  
The City Manager stated there was a question from a Councilor regarding this issue when the omnibus was adopted. Jon Frederick reported there is no ordinance restricting the length of time for parking there. The City Manager stated that over the next year the lot is going to change. City Manager suggested Jon Frederick to take another look at this and report back at the next meeting. He also suggested that the Police Department look at the number of cars there at 11 o'clock at night. **MOTION** made by City Manager to table for a report back. Seconded by Andrew Purgiel. Motion passed.
- (D) **Downtown Valet – Renewal for Coming Year** – Jon Frederick reported that the current license is due to expire. Caleb Allen presented the committee with a proposal for the Summer Season 2010, stating the operation will basically be run the same as last year beginning June 1, 2010. They just found out they no longer have access to their daytime lot on Green Street. They have access to Harbor Place lot after 5:00 p.m, Monday through Friday. Jon Frederick stated Mr. Allen needs approximately 20 spaces during the course of the day and are looking at the Mason's lot as an option. The City Manager suggested doing a 30 day trial period at the Mason's lot to see how it works. He requested Jon Frederick give the Masons a courtesy call. **MOTION** made by the City Manager to extend Atlantic Parking Services License Agreement for one year as outlined in their Proposal and further that we try a 30 day period pilot program, Monday through Friday for daytime parking at the Masonic Lot. Seconded by Steve Parkinson. Motion passed.
- (E) **Market Street – Streetscape Project (plans attached)** – Dave Desfosses was present to explain the project. Dave Desfosses stated we have federal funding and this project picks up where Ceres Street left off. Dave referred to the plans for the project explaining the changes in crosswalks and the layout of the sidewalks (corner of Bow and Market Streets). He referred to a parking space in the middle of the intersection that does not

comply with the current ordinance which excludes parking 25 ft. from a crosswalk. The parking spaces pretty much stay as they are with wider sidewalks due to downtown period lights which require wider sidewalk widths. Page 2 of the plan refers to the area around Tree House Toys, parking spaces continue down the street until the Moffat Ladd House. He then referred to the last two spaces on the street that will be removed due to the widening of the sidewalk. The street narrows to the point where those two parking spaces are impossible. There is no parking down to intersection of Deer St. and the intersection does not change. Referring to the driveway entrance to the Thomas Leighton, there are three parking spaces that could easily be added. He suggested there be signage similar to the area across the street, prohibiting parking during the winter so that salt trucks can still use that area. We gain three parking spaces back for the four spaces we lost, for a net loss of one space.

**Motion made** by City Manager to make the changes as presented by Dave Desfosses with the provision that we include as part of the winter ordinance for the last three spaces. Seconded by Steve Parkinson. Motion passed.

Jon Frederick stated the net effect is a loss of one space which is essentially the one space at the corner of Bow and Market, between two crosswalks, which adds to the safety of that area.

Police Chief Ferland stated he liked the move of the crosswalk and widening the bump out is sensible.

The Chair referred to the public meeting and the crosswalk affecting parking coming out of Banana Republic going directly across, asking if this was looked at after the meeting. Dave Desfosses stated at the meeting that the designed crosswalk is the main route from the garage and is the path that basically leads to all points. A crosswalk coming from Banana Republic would cause a loss of three more parking spaces due to the 25 ft distance for parking from a crosswalk.

The City Manager stated that Dave has done a nice job with the Ceres St. area and this additional project, which is the beginning of our gateway project.

Jon Frederick noted that there will be two pay and display meters in that area.

## **V. OLD BUSINESS:**

- (A) **Parrott Avenue Lot** –Metering – Public Input Session scheduled for March 31, 2010 at **7:00 p.m.** in Council Chambers. The City Manager suggested putting this on the web as well as the Community Newsletter.

**VI. OTHER BUSINESS:**

- (A) The Chair brought up an idea of having our Parking Enforcement Officers working with the Police Department as an extra set of eyes and ears if something is going on, either looking for a vehicle or a person and they could monitor police frequencies.

Police Chief Ferland responded he has no problem with responsible people looking for what the Police are looking for. The Police operate through radios and they would have to have a way of monitoring the Police radio in order to get information in a timely manner.

Steve Parkinson stated that Public Works operates on cell phones. Police radios are digital and Public Works radios are analog.

The City Manager suggested that Jon Frederick work with the Police Department to see if it can work and report back.

**VII. ADJOURNMENT:**