

MINUTES
PARKING AND TRAFFIC SAFETY COMMITTEE MEETING

8:00 A.M. – Thursday, August 8, 2013
City Hall – Eileen Dondero Foley Council Chambers

I. CALL TO ORDER:

Chairman Ken Smith called the meeting to order at 8:00 a.m.

II. ROLL CALL:

Members Present:

Councilor Ken Smith, Chair
John Bohenko, City Manager
Stephen Dubois, Police Chief
Steve Achilles, Fire Chief
Peter Rice, Public Works Director
Ronald Cypher, Member
Shari Donnermeyer, Member
Ted Gray, Member

Member Absent:

Harold Whitehouse, Member (Excused)

Staff Advisors Present:

Mark Nelson, Parking Division Director
Tom Cocchiaro, Parking Operations Supervisor
Bob Sullivan, City Attorney
Juliet Walker, Transportation Planner

III. ACCEPTANCE OF THE MINUTES:

City Manager Bohenko moved to accept the minutes of July 11, 2013, seconded by Mr. Cypher. Motion passed.

IV. FINANCIAL REPORT:

Public Works Director Rice moved to accept the Financial Report and place on file, seconded by Mr. Gray. Motion passed.

V. NEW BUSINESS:

A. Discussion Item: Update on Placement of Pay and Display Receipts in Cars

Parking and Transportation Director Nelson stated that there has been an ongoing effort to encourage the public to place their Pay and Display receipts on the curb side of the vehicle.

Parking Operations Supervisor Cocchiaro stated the website has been updated with the new policy as well as the stickers on the Pay and Display meters have diagrams illustrating

the proper placement of the receipts. Parking and Transportation Director Nelson stated that the parking enforcement officers will track the compliance data.

- B. Action Item: Establishing Loading Zone in the vicinity of the intersection of Market and Deer Streets

Fire Chief Achilles stated a site review was held in the area and they looked for an appropriate location for an additional loading zone. He stated they concluded that it would be challenging to do so and do not recommend action at this time.

Fire Chief Achilles moved to place the request on file, seconded by City Manager Bohenko. Motion passed.

- C. Action Item: Establishing Time Limits for Unmetered On-street parking

Chairman Smith stated it had been brought to his attention that there are cars being left for days around the old Portsmouth Herald building and feels there needs to be set limits for parking on-street as there are in city parking lots. He stated the current limit in parking lots is 72 hours and wonders if this should be decreased for the on-street parking spaces.

City Manager Bohenko stated that 72 hours is specific to the parking lots and feels that is a long time to be parked in any space, but especially on the street.

Police Chief Dubois explained that when a complaint is made regarding a parked car they begin the time limit from the time of the complaint and put a sticker on the car warning them that they will be towed if not moved.

Ms. Donnermeyer stated she had heard that a business was instructing people to park in those spaces because there were no limits. Chairman Smith stated yes, the Star Island Company was instructing people that visit the island for any extended times to park there. He stated he is looking for input as to what an appropriate time limit would be.

City Manager Bohenko stated he would like to first reach out to the Executive Director of the business to not have people park there. He stated that 48 hours may be an appropriate time limit but it is a lot of work to enforce these limits. He stated we need to decide what we are trying to achieve, turnover every 8 hours, etc.

Mr. Gray stated he is in favor of 24 hours especially in the winter. Police Chief Dubois clarified that even with the 24 hour limit the time begins upon complaint so it could be on the street for as long as 72 hours anyway.

City Manager Bohenko stated that we have to think about the effect this would have on the rest of the city as well. City Attorney Sullivan agreed stating that vehicles are left on-street in residential areas a lot for various reasons.

Chairman Smith stated he would limit the area to Central Business Districts A and B.

City Manager Bohenko moved to add a sentence to Chapter 7, Article X, Section 7.21000-E as follows:

“Any vehicle or object remaining in the same location in any uncontrolled on-street parking space in the Central Business District areas A and B for more than 24 hours, may be removed in the manner provided in Section 7.1000 D”

Seconded by Fire Chief Achilles and passed.

City Attorney Sullivan stated an ordinance will be generated for Council action.

- D. Information Item: No parking here to corner signs for Hancock Street (vicinity of Marcy Street intersection)

Ms. Donnermeyer stated a site review of the area was held and it was found that there were vehicles parked within the 20' area of a stop sign. She stated this is not allowed and tickets are issued. She stated that signs need to be posted and made a motion accordingly.

Public Works Director Rice clarified that he already has the administrative authority to install the signs so no motion is necessary.

VI. OLD BUSINESS: NONE

VII. PUBLIC COMMENT – There were no speakers.

IX. ADJOURNMENT

City Manager Bohenko moved to adjourn at 8:17 a.m., seconded by voted unanimously.