

**MEETING MINUTES OF THE PORTSMOUTH  
ECONOMIC DEVELOPMENT COMMISSION (EDC)**

May 6, 2022 7:30 AM

**Members Present:** Alan Gold; Vice-Chair, Tom Watson, Andrew Ward, Jacob Lehoux, City Councilor; Vince Lombardi, Everett Eaton; Bob Marchewka, Anne Weidman, Ben VanCamp

**Absent:** Assistant Mayor; JoAnna Kelley; Philip Cohen; Chair, Sarah Lachance, Katelyn Kwoka

**City Staff:** City Manager; Karen Conard, Asst. City Manager for Economic Development; Sean Clancy. Parking Director; Ben Fletcher

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*Vice-Chairman Gold* called the meeting to order at 7:39 AM

Host - Courtney Ritchings – Director of Career & Technical Education (CTE), Portsmouth School Department welcomed the EDC members and guests to Portsmouth High School. Courtney provided space and time for the EDC to hear from multiple students participating in various CTE programs as a way to showcase the connection to local business and industry while supporting each student's chosen education/career path.

Minutes - Approval of draft meeting minutes of April 1, 2022 – Motion made by *Commissioner Watson* seconded by *Councilor Lombardi*. Motion to approve amended minutes passed unanimously.

Working Group Updates:

Business Retention and Expansion Survey – *Sean Clancy* advised that a list of current Portsmouth businesses had been received from the NH Secretary of State's office. There was no delay or expense for securing this information. *Vice Chair Gold* suggested scheduling a working group meeting to move the process forward.

Smart Cities (SC) -

*Commissioner Watson* provided an update to the EV Charging station conversation that had been on the groups agenda for some time. Councilor Denton has taken up this issue with the current City Council and the group has agreed to monitor how the issue moves forward at the City level.

*Commissioner Watson* explained that the SC working group would now address additional issues which may present themselves as opportunities to the group; from within (following national trends) or outside of the group i.e. from other members of the EDC, City Council, Members of the Public, or City Staff.

Parking Presentation –

*Ben Fletcher* presented an updated status of parking availability in the downtown area for the Summer season of 2022. He outlined gains from sources such as the McIntyre property (+86) and the conversion of daytime loading zones into evening paid/public parking (+39). He also outlined the Hanover Garage losses due to critical repairs starting in late May 2022. Members engaged Director Fletcher in robust conversation and commented that they would like to invite him back for future updates and presentations.

**Highlights:** 70% revenue recovery year over year, 91% of users adhere to three hour turnover resulting in 35% increase in revenue (people are choosing the garage vs. 3 hour limit), our mobile app is working, and moved 250 monthly pass holders to Foundry from Hanover. We are over 100% capacity in high demand parking areas.

*Commissioner Lehoux* asked about any attempts on the part of DPW to approach private parking lot owners

about the ability to replace the private parking vendor. Director Fletcher was unaware of any attempts.

Presentation Text:

Parking & Transportation Division Economic Development Commission 5.6.22

PARKING BENEFIT DISTRICT DEFINED AS A SPECIFIED GEOGRAPHY IN WHICH PARKING REVENUES ARE RAISED AND REINVESTED BACK INTO THE DISTRICT FOR A WIDE RANGE OF RELATED IMPROVEMENTS

- \$2.4M Annual Offset to the General Fund\
- Transportation Planning and Engineering Support
- Downtown Snow Removal; Downtown Waste Removal
- School Bus Support
- Senior Transportation; Downtown Trolley
- Signs and Lines • Support for Public Transit (COAST Partners)
- Downtown Police Detail
- School Crossing Guards, among various others

Services Provided or Supported by Parking Revenues Realize an Annual Tax Offset of \$318.00 per Median Single Family Home

TAKING AN HOLISTIC APPROACH

The Division's Data-Driven Decision Making is designed to Encourage Consumer Behavior that Supports Local Portsmouth Businesses

- Available Parking Inventory Supports Downtown Business
- A Safe and Inviting Walking Environment Supports Business
- A 'Park Once' Philosophy Supports Downtown Business
- Pricing Strategies That Drive Demand and Turnover also Supports Downtown Business

The Division Seeks to Offer a Combination of Distinct, Unique Parking Products, while Integrating the Industry's Latest Hardware and Software Technology, Parking Industry Best Practices, and Following the City's Outline for Parking Management, the 2012 Parking Principles

TRAFFIC FIGURES 2019 VS 2022 PARKING AND TRANSPORTATION CHALLENGES – SUMMER 2022 (FY23)

- The Parking Division anticipates continuing to allocate 8.78% of its High Occupancy (A-Zone) Inventory to Restaurant Seating Parkettes
- Hanover Garage Renovation Project
- Anticipating the loss of 300 spaces over a span of three years, the Parking Division has relocated roughly 250 Monthly users to the Foundry Garage to reduce the impact of lost space during the Renovation Period
- We do not anticipate the need to move additional contract holders
- April Saw the Downtown Employee Parking Program Record its Highest Sales Ever

Portsmouth High School Student presentations – *See Attached*

The PHS students shared their experiences in the CTE programs. Whether one, two, or three years in; all were pleased what they have learned and especially the opportunity to gain real world experience either as part of the class or by working part-time in (the associated) chosen field. The students were all very well spoken!

New/Other Business

- Chamber Collaborative of Greater Portsmouth Update  
*Chamber President Ben Van Camp* updated the EDC on the following:
  - Successful (spring) Restaurant Week.
  - Inaugural Cocktail Week scheduled for May 9th – 15<sup>th</sup>.
  - State of the City event is scheduled for Tuesday May 17th
  
- Outdoor Dining Update  
*City Manager Conard* shared that we have approximately the same number of restaurants participating in outdoor dining as last year. There have been some delays in permitting and some operators have chosen to wait until late May to begin outdoor dining. Also, the Portsmouth High School planters will be distributed in installed by the end of May.

Confirmed Next Regular Meeting – June 3, 2022

\*Location: Pease Tradeport

Adjourn

Motion to adjourn made by Commissioner Marchewka, seconded by Commissioner Lehoux. Motion passed unanimously.

Respectfully submitted,  
Sean Clancy  
Assistant City Manager for Economic Development