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POLICE DEPARTMENT

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PARKING COMMITTEE MEETING

April 15, 2013 at 4:30 p.m.

- PRESENT:** City Councilor Mark Coen
City Councilor Allen Bennett
City Councilor Fred Keach
City Councilor Jennifer Kretovic
Intown Concord Representative Tonya Rochette
Chamber of Commerce Representative Mark Ciborowski
Parking Clerk Alison Sinisgallo
Parking Manager Dave Florence
- ABSENT:** Concord Area Transit Representative Jim Sudak
Intown Concord Representative Sue McCoo
Intown Concord Representative Pam Peterson
Community Representative Jeff Bart
- GUESTS:** Deputy City Manager Carlos Baia
City Planner Gloria McPherson
Traffic Engineer Rob Mack
Chief of Police John Duval

Monthly Review Items

1. Review previous committee minutes

City Councilor Jennifer Kretovic moved to accept the minutes of the February 2013 meeting. Intown Concord Representative Tonya Rochette seconded. The motion passed unanimously.

2. Review public hearing minutes

City Councilor Fred Keach moved to accept the minutes of the March 25, 2013 Public Forum. City Councilor Allen Bennett seconded. The motion passed unanimously.

3. Previous Monthly Kiosk Transactions

Not discussed

4. Previous Monthly Citation / Finance Activity

Parking Manager Dave Florence reviewed the Older Tickets Paid Monthly report with the committee. February and March of this year saw an increase in collections of about \$2000. The Parking Unit has made a concerted effort to increase the number of outgoing billing statements.

The Parking Fund is down \$64, 661.99 from its year to date projected budget.

Follow-Up Items

1. Abbott-Downing School Traffic Issue

Traffic Engineer Rob Mack presented a map of the Abbott-Downing School Area to the committee. Following last month's Public Forum at the Abbott-Downing School, Mr. Mack developed a map showing proposed No Parking, Stopping or Standing zones on South Street, Conant Drive, Winant Street, Carter Street and Bow Street. The proposed ban would be in effect 7am to 9am and 2pm to 4pm weekdays September through June. City Councilor Mark Coen asked what the cost to the city would be to implement the proposed changes and requested that all future recommendations to City Council include an estimate. Mr. Florence believes new signs and posts cost approximately \$155 each. The Abbott-Downing School Area would need roughly 25-30 new signs. Mr. Bennett moved to make a recommendation to City Council to adopt the proposed parking bans as described, the recommendation to include an estimated cost to implement. Ms. Kretovic seconded. The motion passed unanimously.

New Items or Presentations

1. Storrs Street parking request from Mr. John Caruso, Capitol Center for the Arts

The Committee reviewed a letter from Mr. John Caruso of Capitol Center for the Arts requesting that the current No Parking zone at the South end of Storrs Street be made free parking. Chamber of Commerce Representative Mark Ciborowski recommended making the area Permit Only Parking, permits being made available to local business and property owners. Mr. Coen believes the area will be needed to accommodate vehicles displaced by the Downtown Complete Streets Improvement Project. Mr. Mack suggested establishing a reduced fee for hourly parking in the area. Deputy City Manager Carlos Baia opined that it may be premature to make a long term decision relative to parking in this area. Ms. Kretovic will draft a response to Mr. Caruso.

Open Discussion

1. Mr. Coen invited City Planner Gloria McPherson to share her thoughts on long range plans relative to parking, particularly in the South end of the downtown area. Mr. Coen asked if a new parking garage is likely to be needed in the near future. Ms. McPherson feels that there is currently adequate parking to meet the needs of the City, but that the parking is not being managed effectively. Ms. McPherson suggested variable parking rates relative to location, the Main Street core having the most expensive hourly rate, the downtown fringe areas being less expensive per hour. Ms. Kretovic suggested seasonal variable rates, raising hourly rates during

the holiday shopping season, lowering the rates other times of year. Ms. Kretovic recommended a Parking Management Plan be created in conjunction with the Downtown Complete Streets Improvement Project.

2. Mr. Coen asked if it would be feasible to install drive-up Parking Kiosks. Patrons would be able to drive to a kiosk, obtain a receipt without exiting their vehicle and park anywhere in the City with that receipt. Mr. Baia was concerned about the number of parking spaces that would be lost in order to create the drive-through lanes. Mr. Coen asked if receipts would still be valid city wide if the City adopted variable rates. Mr. Florence explained that other cities, Manchester for example, have kiosk zones. Kiosk receipts are valid only in specified areas. Mr. Baia said that the Downtown Complete Streets Improvement Project is considering numbering all of the parking stalls. On street parking may change from Pay-and-Display to Pay-by-Space. Pay-by-Space will eliminate the need for customers to return to the vehicle after purchasing their receipt.

Councilor Keach moved to adjourn. City Councilor Allen Bennett seconded. The motion passed unanimously.

Meeting adjourned at 5:40pm.