



John F. Duval  
Chief of Police

# City of Concord, New Hampshire

## POLICE DEPARTMENT

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### **PARKING COMMITTEE MEETING**

May 20, 2013 at 4:30 p.m.

- PRESENT:**
- City Councilor Mark Coen
  - City Councilor Allen Bennett
  - City Councilor Jennifer Kretovic
  - Intown Concord Representative Tonya Rochette
  - Intown Concord Representative Sue McCoo
  - Chamber of Commerce Representative Mark Ciborowski
  - Community Representative Jeff Bart
  - Parking Clerk Alison Sinisgallo
  - Parking Manager Dave Florence
- ABSENT:**
- City Councilor Fred Keach
  - Concord Area Transit Representative Jim Sudak
  - Intown Concord Representative Pam Peterson
- GUESTS:**
- Deputy City Manager Carlos Baia
  - City Engineer Ed Roberge
  - City Planner Gloria McPherson
  - Assistant City Planner Stephen Henninger
  - Assistant for Special Projects Matt Walsh
  - Traffic Engineer Rob Mack

#### Monthly Review Items

1. Review previous committee minutes

City Councilor Allen Bennett moved to accept the minutes of the April 2013 meeting. City Councilor Jennifer Kretovic seconded. The motion passed unanimously.

2. Previous Monthly Kiosk Transactions

April 2013 saw 99 fewer kiosk transactions than April 2012. The average kiosk transaction for April 2013 was \$1.84, up from \$1.68 per transaction in April 2012.

### 3. Previous Monthly Citation / Finance Activity

Parking Manager Dave Florence reviewed the number of parking citations issued year to date. There were 355 fewer parking citations issued so far this fiscal year as compared to the same time frame last fiscal year.

The Parking Fund is down \$63, 636.38 from its year to date projected budget.

#### Follow-Up Items

##### 1. Abbott-Downing School Traffic Issue

The Committee's recommendation to create new No Parking, Stopping or Standing Zones in the area around Abbott-Downing School is scheduled for a public hearing at the next regular meeting of the City Council.

#### New Items or Presentations

##### 1. Storrs Street parking request Engineering

The Committee reviewed the south end of Storrs Street. According to Traffic Engineer Rob Mack 54 parallel parking stalls could be created in the area. Deputy City Manager Carlos Baia suggested no changes be made at this time as the area may be needed for vehicles displaced during the construction phase of the Downtown Complete Streets Improvement Project. Mr. Baia stated that City Manager's Office plans to make a request to City Council to temporarily grant the City Manager the authority to move and/or change existing Parking Zones as necessary during the construction phase of the Downtown Complete Streets Improvement Project.

##### 2. South Main Street at St. John's School – creating 2 hour zone per Engineering

Mr. Mack provided a map of South Main Street showing 18 diagonal parking stalls that currently have no time limit or fee. The Downtown Complete Streets Improvement Project will result in the loss of one parking stall. The Project plans call for the installation of kiosk pay stations in the area. No changes will be made to the area at this time.

##### 3. Christa McAuliffe School Volunteer request – via Chief Duval

The Committee reviewed a request from Nicholeen McDonough, a volunteer at the Christa McAuliffe School. Ms. McDonough is specifically concerned with the two hour time limit on North Spring Street. The Committee discussed Ms. McDonough's concerns and found that there are other parking options available in the area. Ms. Kretovic will draft a response to Ms. McDonough outlining these options.

## Open Discussion

### 1. Proposed Changes to the Parking Administration

Mr. Baia reviewed proposed changes to the Parking Administration as set forth in the City Manager's budget transmittal letter. These changes would include the creation of a new position known as the Director of Redevelopment, Downtown Services and Special Projects. This new position will oversee policy and strategic issues relative to parking. The current position of Parking Manager would be recreated as Parking Supervisor, overseeing day to day operations relative to parking enforcement and collection of parking fees.

### 2. Proposed closure of Phenix Ave

City Engineer Ed Roberge reviewed the proposed closure of Phenix Ave as part of the Downtown Complete Streets Improvement Project. If Phenix Ave were to be closed, vehicular access to Low Ave would be limited to Depot St. and Storrs St. access points. Low Ave at Depot St. is often utilized by delivery vehicles, blocking access to any other vehicles. If the proposed closure takes effect, delivery vehicles will no longer be able to load and unload in the area of Low Ave at Depot St. Delivery vehicles will be able to load and unload on Low Ave at what is currently Phenix Ave.

City Councilor Allen Bennett moved to adjourn. Chamber of Commerce Representative Mark Ciborowski seconded. The motion passed unanimously.

Meeting adjourned at 5:40pm.