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POLICE DEPARTMENT

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PARKING COMMITTEE MEETING

October 17, 2011 at 4:30 pm

PRESENT: City Councilor Mark Coen
City Councilor Fred Keach
Community Representative Jeff Bart
Chamber of Commerce Representative Mark Ciborowski
Main Street Concord representative Pam Peterson
Concord Area Transit representative Jim Sudak
Parking Manager Dave Florence
Acting Parking Clerk Alison McLaughlin

ABSENT: City Councilor Allen Bennett
City Councilor Robert Werner
Main Street Concord representative Kim Murdoch

GUESTS: Assistant City Planner Stephen Henninger
Traffic Engineer Rob Mack
Deputy City Manager Carlos Baia
CPPA representative Steve Martel
The Stein Law Firm Representative Robert Stein

Monthly Review Items

1. Review previous minutes

Mr. Ciborowski moved to accept the minutes of the August meeting; Mr. Sudak seconded. The motion passed unanimously. The minutes of the September meeting were not voted on because that meeting did not have a quorum.

2. Previous monthly kiosk transactions

Mr. Florence distributed a fact sheet of kiosk transactions. In summary, the number of transactions this year to date is up in garages and on-street over last year to date.

3. Previous monthly citation/finance activity

Mr. Florence distributed a spreadsheet breaking down the citations issued since of July 1, 2011; August saw the most citations issued.

Parking debit cards sales are down over this time last year. Mr. Florence pointed out that a large part of this difference is due to the State of NH no longer purchasing parking debit cards for their employees.

Follow-up Items

1. In-car meter discussion

Mr. Florence told the committee that we are on track to have a trial run of in-car meters this December.

2. Accessible parking space ordinance change (housekeeping)

Changes are being made to the schedule at Park St & N Main and West St & Badger St per items voted on previously.

3. Capitol Commons Public Space and Leased Space assignments.

Mr. Florence told the committee that in an effort to offer more public parking spaces closer to the Capitol Commons Building some leased spaces are being moved. One lessee is not in favor of the change but Mr. Florence believes a mutually satisfactory solution will be found soon.

New Items or Presentations

1. Request to add 2 Hour Parking Limit on Dixon Ave.

Mr. Florence submitted a request from REI Property Management to limit parking on Dixon Ave to 2 hours. After a brief discussion of the best method to limit the parking time, meters, kiosk, or time zone signs, time zones signs were found to be the most cost effective. Mr. Bart moved to create an ordinance making that area of Dixon Ave a 2 hour zone. Councilor Keach seconded. The motion passed with a vote of 5 to 1, Mr. Ciborowski casting the single vote against.

2. Barberry Lane Request to Eliminate Parking Space on Pleasant St.

Mr. Stein of The Stein Law Firm asked the committee to remove a parking space approximately 30 feet to the east of Barberry Lane. Mr. Stein said it was a safety hazard for himself, his employees and his clients when turning east off of Barberry Lane because west bound traffic often crosses the double yellow line in that area.

Mr. Bart moved to refer the complaint to Traffic Operations with a recommendation from the Parking Committee that no changes be made to the current parking spaces. Ms. Peterson seconded, the motion passed unanimously.

3. Ordinance Housekeeping – Jackson Street

Mr. Florence reported that following a paving job, No Parking signs were installed on Jackson Street that are not supported by a city ordinance. Councilor Keach moved to update the ordinance to reflect the signage currently in place. Mr. Bart seconded, the motion passed unanimously.

4. Glen Street Parking Issue

Mr. Florence and Mr. Mack reported on a citizen's complaint regarding cars parked on Glen Street making access to her driveway difficult. Mr. Florence will have Parking Enforcement Officers canvas the area and Mr. Mack will follow up with the complainant.

5. Granite Street Parking Issue

Mr. Florence reported on a citizen's complaint regarding cars parked on Granite Street making access to her driveway difficult. Mr. Florence will draft a letter to residents in the area and follow up with the complainant.

6. Conant School Traffic Issues

Mr. Florence reported on a citizen's complaint regarding cars parking and children being dropped off on Conant Street. This problem has been caused by the construction at Conant School and should resolve itself once construction is complete. In the meantime, Mr. Florence will have temporary no parking signs placed in the area.

7. Parking Facebook Page

Mr. Florence told the committee about a contest to give away 1 week of free reserved parking to 4 winners who donate canned goods to the city's food pantry. Mr. Florence hopes the Facebook page will be an effective means of announcing Winter Parking Bans the coming season.

8. City Hall Complex Parking

Mr. Florence began a discussion about employee parking around the City Hall Complex. The main concern being how many each department is allocated. Councilor Coen questioned why there is no line item in the budget for the parking fund for the cost of these spaces. Councilor Keach moved to refer this issue to City Administration, Mr. Bart seconded. The motion passed unanimously.

9. Open Discussions

Councilor Coen asked if there has been any feedback on the changes made to Capital Commons Garage. Ms. Peterson said that she hasn't heard any complaints.

Mr. Sudak told the committee that the bus routes are being redrawn. Starting in November there will no longer be a bus stop at the Smile building on South Main Street.

Future Meetings

Ms. Peterson said that she will not be available for the December meeting. Councilor Coen call the meeting as needed.

Mr. Sudak moved to adjourn at 6:15. Councilor Keach seconded, motion passed unanimously.