I. CALL TO ORDER:

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

II. ROLL CALL:

**Members Present:**
- Councilor Brad Lown
- David Allen, Deputy City Manager
- James Heinz, Deputy Fire Chief
- Frank Warchol, Police Captain
- Peter Rice, Public Works Director
- Ted Gray, Member
- Harold Whitehouse, Member
- Ronald Cypher, Member
- Mary Lou McElwain, Alternate

**Staff Advisors Present:**
- Eric Eby, Parking & Transportation Engineer
- Juliet Walker, Transportation Planner

**Absent**
- Shari Donnermeyer

III. ACCEPTANCE OF THE MINUTES:

Moved to accept meeting minutes of January 8, 2015.
Motion passed

IV. FINANCIAL REPORT:

Motion passed

V. NEW BUSINESS:

A. **Action Item: Anne Avenue parking** – **On a unanimous roll call 9-0, voted** to have staff review location when weather permits.

B. **Action Item: Brewery Lane** – **On a unanimous roll call 9-0, voted** to have staff check to confirm signs are in conformance with existing ordinance, when weather permits.
VI. OLD BUSINESS:

A. Dearborn Lane & Dearborn Street - **On a unanimous roll call 9-0, voted** to post “No Parking Here to Corner” signs on each side of Dearborn Lane, from the east side of the drive way on the north side of Dearborn Lane, and at the east side of the garage located at 41 Dearborn Street on the south side of Dearborn Lane.

B. Handicap Parking Policies and Regulations, Keefe House – **On a unanimous roll call 9-0, voted** to approve enforcement of existing time limits on all vehicles, including those displaying handicap plates or placards, for all metered and handicapped on-street spaces within the High-Occupancy Meter Zone. Enforcement to begin after signs are installed, outreach, and a warning of the change in policy has been conducted.

C. Dennett Street speeding- **On a unanimous roll call 9-0, voted** to have DOT, Police, and the Department of Public Works continue to work together to monitor speed and place warning signs during the Maplewood Avenue bridge reconstruction project.

VII. PUBLIC COMMENT:

Doug Roberts, 247 Richards Avenue, expressed his feelings about reducing parking spaces to 7 feet wide, and having 10 foot wide lanes, as well as limiting the speed on Dennett Street. Mr. Roberts wants the City to investigate the intersection where a pedestrian was killed.

Police Captain Warchol responded by saying the intersection at Route 1 and Spring Brook Circle is not in the City’s jurisdiction, the section of road being referred to is maintained and designed by the State. The City can look into the situation and offer recommendations for improvements.

VIII. INFORMATIONAL:

A. **Middle Street Bike Lane project general overview** – City Transportation Planner, Juliet Walker and Project Engineer, Joseph Johnson from Greenman-Pedersen, Inc., presented an overview of the project and provided three different conceptual road and bike designs.

B. **On Street Parking Utilization** – Mr. Rice presented a synopsis of the Parking Study, and when completed the Utilization Count Study will provide data to help define pricing structures for high occupancy and low occupancy demand areas, and assist with maximizing parking utilization within underutilized areas of the City. When the study is complete, parking prices will be examined and possibly recommended to be adjusted.

C. **Mobile Vending** - Sending request out to bid for the same two spaces for a mobile vending truck as in previous years.
E. **Harborcorp Project** – Voted to have a special public meeting for Harborcorp to provide an overview of their project on March 5, 2015 at 8:00 AM.

F. **Jeff Speck parking suggestions** - Staff will research possible parking enhancements, review current City standards and report back options to increase parking within the City.

G. **Way Finding sign status** - Juliet Walker, City Transportation Planner, provided an overview of the different types of signs and where they will be placed within the City.

IX. **ADJOURNMENT** - At 9:15 a.m., voted to adjourn.

Respectfully submitted by:

Cynthia Huyghue-Fancy
Secretary to the Committee
<table>
<thead>
<tr>
<th>FY 15</th>
<th>Totals Thru January-15</th>
<th>% of Budget</th>
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<tr>
<td><strong>Totals</strong></td>
<td><strong>BUDGETED</strong></td>
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<tr>
<td>Parking Meter Fees</td>
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<td>Summons Admin Fee</td>
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<td><strong>Total FY 15 Parking</strong></td>
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<td><strong>5,459,500.00</strong></td>
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| **BUDGETED**                              |                        |             |
|-------------------------------------------|                        |             |
| (3,047,195.00)                            | Transfer to Parking Fund|             |
| 2,412,305.00                              | Funds Remaining in Gen Fund |            |