

## ACTIONS

### **PARKING and TRAFFIC SAFETY COMMITTEE**

8:00 A.M. – September 5, 2019  
City Hall – Council Chambers

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PRESENT: Chairman, Doug Roberts  
Public Works Director, Peter Rice  
Fire Chief, Todd Germain  
Police Captain, Mark Newport  
Harold Whitehouse  
Mary Lou McElwain  
Ralph DiBernardo  
Steve Pesci (via conference call)  
Jonathan Sandberg

ABSENT: Deputy City Manager, Nancy Colbert Puff

CITY STAFF PRESENT: Parking and Transportation Engineer, Eric Eby  
Parking Director, Ben Fletcher  
Planning Director, Juliet Walker

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**Action Items requiring an immediate ordinance during the next Council meeting:**  
None

**Temporary Action Item requiring an ordinance during the annual omnibus:**

- Prohibit parking along both sides of Little Harbor Road east of Wentworth Coolidge Mansion driveway. (VIII.A.)

1. Accepted and placed on file meeting minutes from August 1, 2019.
2. Accepted and placed on file financial report dated July 31, 2019.
3. Public Comment Session: one speaker: Molly Wilson (VIII.D.)
4. Request to renew valet parking license for the Marriott Residence Inn, by Jackie Huber – **Voted** to renew the valet parking license for Marriott Residence Inn.
5. Request to renew valet parking license for the Hampton Inn, by Jackie Huber – **Voted** to renew the valet parking license for the Hampton Inn.
6. Request to amend valet parking license for The 100 Club, by Dana Wergen – **Voted** to amend terms of the valet parking license by amending hours to Monday through Sunday from 5:00 PM to 12:00 AM.
7. Request for valet parking spaces on Porter Street for 15 Middle Street, by Alex Ross – **Voted** to refer to staff for report back.

8. Request for parking changes and loading zone at 3 Pleasant Street, by John Chagnon – **Voted** to allow City staff to work with the property owner to create a loading zone and report back for consideration at the next meeting.
9. Report back, request for parking restrictions at the end of Little Harbor Road – **Voted** to prohibit parking along both sides of Little Harbor Road east of Wentworth Coolidge Mansion driveway.
10. Report back, concerns with speeding vehicles on Little Harbor Road – **Voted** to post awareness signage (i.e. Share The Road) on Little Harbor Road.
11. Report back, concerns for pedestrian safety on Middle Road at Essex Avenue crosswalk – **Voted** to direct City staff to investigate interim solutions to address vehicle speeds and pedestrian safety on Middle Road and in the general area.
12. Report back, request for traffic calming measures on South Street between Middle Road and Lafayette Road – **Voted** to direct City staff to work with the neighborhood and develop interim measures for traffic calming.
13. Legal opinion on PTS authority to set parking rates – **Voted** to refer proposed amendment to the Designated Motorcycle Parking Area ordinance to the Legal Department to amend pursuant to the issues raised in this memorandum for referral back to PTS. PTS will then review and approve a draft of the proposed amendment to submit to the City Council for first reading.
14. Parking Principles Discussion – Committee will provide recommended changes to Chairman Doug Roberts and PTS Secretary by September 19, 2019.
15. “Why Speed Kills Cities.” Article by Andrew Small, CityLab – No action required by the Committee.
16. PTS Open Action Items – No action required by the Committee.
17. Meeting minutes approval process – **Voted** to approve process in which the Committee minutes will be forwarded to Committee members electronically or delivered by staff as soon as prepared. Unless a Committee member objects to those minutes within 72 hours of the time when the minutes have been forwarded to that member, the minutes will be deemed to have been approved by that member. If any member objects to any set of proposed minutes, that set of minutes shall be placed on the next available Committee agenda for approval by the full Committee.

Adjournment – At 9:20 a.m., **voted** to adjourn.

Respectfully submitted by:

Amy Chastain  
Secretary to the Committee