

**PARKING and TRAFFIC SAFETY COMMITTEE
ACTION SHEET**

8:00 A.M. – May 6, 2021
Remote Meeting via Zoom

PRESENT: City Councilor/Chairman Peter Whelan, City Manager Karen Conard,
Public Works Director Peter Rice, Fire Chief Todd Germain,
Police Captain Mike Maloney
Members: Mary Lou McElwain, Steve Pesci, Jonathan Sandberg,
Harold Whitehouse and Erica Wygonik (Alternate)

CITY STAFF: Parking and Transportation Engineer Eric Eby
Parking Director Ben Fletcher
Assistant City Attorney Jane Ferrini

ACTION ITEMS FOR CITY COUNCIL

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| <ul style="list-style-type: none">• <u>Request to renew valet parking license agreement for The 100 Club, by Dana Wergen.</u> On unanimous roll call 9-0, voted to recommend renewal of valet parking license agreement for the 100 Club for a term of one year contingent upon staff working out the details with the property owner.
• <u>Report back on Aldrich Road traffic calming recommendations.</u> On unanimous roll call 8-0, voted to recommend a raised intersection at Boss Avenue be added to the CIP and two more on Aldrich Road with locations to be determined. |
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1. Chairman Peter Whelan recited that this is a Remote Meeting via Zoom Conference Call. Per NH RSA 91-A:2 III (b) the Chair has declared COVID-19 Outbreak an emergency and has waived the requirement that a quorum be physically present at the meeting pursuant to the Governor’s Executive Order 2020-04, Section 8, as extended by Executive Order 2020-20, and Emergency Order #12, Section 3. Members will be participating remotely and will identify their location and any person present with them at that location. All votes will be by roll call.

2. Financial Report – **On unanimous roll call 9-0, voted** to accept and approve the financial report dated March 31, 2021 as presented.

3. Public Comment Session – There were 15 speakers: Ken Goldman (Islington Creek Neighborhood Parking Program), Michelle Wirth (Islington Creek Neighborhood Parking Program), Trisha Anderson (Aldrich Road traffic calming measures), Nicole LaPierre (Islington Creek Neighborhood Parking Program), Ollire Lane (Islington Creek Neighborhood Parking Program), Sarah Lynch (Aldrich Road traffic calming measures), Dan Umbro (Islington Creek Neighborhood Parking Program and Islington detour plan), David Higgins (Aldrich Road traffic calming measures), Kathleen Larney (Aldrich Road

traffic calming measures), John Mayer (Aldrich Road traffic calming measures), Iris Estabrook (Islington Creek Neighborhood Parking Program), Elizabeth Bratter (Islington Creek Neighborhood Parking Program), Stan Ketchel (Aldrich Road traffic calming measures), Carl Diemer (Aldrich Road traffic calming measures), and Robert Swan (Aldrich Road traffic calming measures).

4. Discussion of penalty schedule for safety related parking violations, requested by City Council, by Parking Director Ben Fletcher. **On roll call 8-0-1, voted** to recommend to the City Council that the parking fine rate be increased on the following fine schedule items.

Description	Recommended Fine	Recommended Fine After 30 Days
Parked within 15 ft of Fire Station	\$25.00	\$50.00
Obstructing Traffic During Construction	\$25.00	\$50.00
Double Parking	\$25.00	\$50.00
Parked in Wrong Direction	\$25.00	\$50.00
Back to Curb	\$25.00	\$50.00
Distance from Curb	\$25.00	\$50.00
Parked Too Close to Intersection	\$25.00	\$50.00
Emergency Snow Ban	\$50.00	\$100.00

5. Policy discussion regarding handling of repeat parking ticket offenders and frequency of same day ticketing, by Parking Director Ben Fletcher. The Committee discussed the history of the policy of issuing multiple same day tickets when the City had time restricted parking and discussed the difficulties of such a policy under the Stay and Pay Program. The Committee confirmed that any same day ticketing policy under Stay and Pay would need to be codified by ordinance. The Committee also discussed long term repeat parking ticket offenders and agreed to discuss this agenda item in more detail at a future meeting.
6. Discussion of need for additional EV charging stations, requested by City Council, by Parking Director Ben Fletcher. EV station usage is four transactions on average per day across the entire system.
7. Discussion of policy regarding prepaid parking garage vouchers for private businesses, by Parking Director Ben Fletcher. Parking Director Fletcher and Assistant City Attorney Ferrini explained the policy and will report back to the Committee at a future meeting.
8. Request to renew valet parking license agreement for The 100 Club, by Dana Wergen. **On unanimous roll call 9-0, voted** to recommend renewal of valet parking license agreement for the 100 Club for a term of one year contingent upon staff working out the details with the property owner.
9. Request for all-way stop at intersection of Court Street and Atkinson Street, by Doug Johnson. **On unanimous roll call 9-0, voted** to recommend all-way stop control at the intersection of Court Street and Atkinson Street.
10. Report back and discussion of Islington Creek Neighborhood Parking Program public meeting, by Parking Director Ben Fletcher. **On unanimous roll call 8-0, voted** to schedule next public meeting on Neighborhood Parking Program to address concerns.

Due to technical issues, Jonathan Sandberg and Steve Pesci were unable to attend the remainder of the meeting.

11. Report back on Aldrich Road traffic calming recommendations. **On unanimous roll call 8-0, voted** to recommend a raised intersection at Boss Avenue be added to the CIP and two more on Aldrich Road with locations to be determined.
12. Request for crosswalk on Greenleaf Avenue at Hillside Drive. **On unanimous roll call 8-0, voted** to schedule public work session for June 3, 2021 to discuss intersection improvement project at Greenleaf Avenue and Lafayette Road.
13. Monthly accident report from Police Department. *Informational item with no action required.*
14. **On unanimous roll call 8-0, voted** to table Agenda Items VII.B. through VII.E. to the June meeting.
15. Adjournment – At 11:00 a.m., **on unanimous roll call 8-0, voted to adjourn.**

Respectfully submitted by:
Amy Chastain, Department of Public Works