

**PARKING COMMITTEE MEETING**  
**7:30 AM –Thursday, March 12, 2009**  
**City Hall – Conference Room A**

**I. CALL TO ORDER:**

Chairman Ken Smith called the meeting to order at approximately 7:40 a.m.

**II. ROLL CALL**

**Members Present:** Councilor Kenneth Smith, Chair  
Steve Parkinson, Public Works Director  
Deputy Police Chief Len DiSesa  
Andrew Purgiel, City Auditor  
Jon Frederick, Parking Manager

Also present were Asst. Fire Chief Achilles, Fire Chief Chris LeClaire, Brian Slovenski, Adam Brickett and Caleb Allen of Atlantic Parking Services.

**III. ACCEPTANCE OF THE MINUTES:**

**MOTION** made by Andrew Purgiel to accept the minutes of the February 12, 2009 meeting. Seconded by Steve Parkinson. Motion passed.

**IV. NEW BUSINESS:**

**(A) Valet Parking Agreement – Atlantic Parking** – Request to Conduct Valet Parking – Jon Frederick stated he was approached by the three individuals from Atlantic Parking Services with their proposed Municipal Valet Parking program for the City. Individuals could drive into Market Sq. area, drop their vehicle off and Atlantic Parking would park their vehicle in the Harbor Place Parking Garage and then return the vehicle at the customer's request. Atlantic Parking has made arrangements with Harbor Place Parking Garage to use this facility. Mr. Frederick stated this would enhance our parking services downtown.

Caleb Allen, Brian Slovenski and Adam Brickett introduced themselves, explained their proposal and that it would add approximately 150 parking spaces to the City's parking supply. They are planning there stand to be in Market Sq. at the 12 hour loading zone in front of Popovers, which they request be changed to a 24 hour loading zone. Their stand is portable and can be removed when not in use. They will be in radio communication with one another. Their desired hours of operation would be from 11am - 9 pm Monday through Wednesday, 11 am – 10 pm Thursday through Saturday and 10 am to 6 pm on Sunday. They would stay beyond their end time to get the vehicles to their owners. They are catering more to local people and tourists going to dinner - they are not catering to the bar

crowd. They have made arrangements with Harbor Place Garage that if a car is left, the owner is responsible for the parking fee. They are willing to work with the City and are willing to sit down to discuss any input from the Committee.

They have spoken with downtown restaurant owners and Steve Parkinson asked that they speak with the area businesses in vicinity of the loading zone - Popovers, River Run Book Store and the Works.

Deputy Police Chief DiSesa's concern is with cars lining up in that tight area waiting to use the services. Also, their hours of operation cut into the daytime hours when trucks are using the loading zones, perhaps causing double parking. There's a crosswalk there and that area can become a cow pasture very quickly. He likes the idea and commends them on their plan and is for anything that alleviates parking in the City. Deputy Chief recommends this be sent to City Council for a 90 day trial period to see if there are any safety issues.

Steve Parkinson is also concerned with the use of the loading zone.

There would be a loss of three parking spaces but an increase of approximately 150 spaces. Deputy Chief DiSesa suggested that Atlantic Parking pay for those three lost spaces.

**MOTION** made by Steve Parkinson to table this until next month to allow Jon Frederick to work with them on some alternatives. Seconded by Deputy Police Chief DiSesa. Motion passed.

- (B) **100 Club** – Valet License Renewal – **MOTION** made by Deputy Chief DiSesa to approve their valet license renewal. Seconded by Andrew Purgiel. Motion passed. Councilor Smith abstained.
- (C) **Deer St. & Surrounding Area** – Parking of Trucks waiting for Salt/Sand – Jon Frederick reported that he received a letter stating displeasure with the lining up of dump trucks to receive salt on Market St. He is submitting for informational purposes.

**MOTION** made by Steve Parkinson to accept and place on file. Seconded by Andrew Purgiel. Motion passed.

- (D) **Parking Garage** – Court St. – Jon Frederick reported receiving a memorandum regarding the potential building of a parking garage on Court St., next to the fire house, initially presented at the CIP public hearing. One of the issues of concern is that the City does not own that property - it belongs to the Housing Authority.

Fire Chief LeClaire responded that the property beside the Fire House is not ours and the parking lot behind us is not only for our personnel, it is

used by officers having court dates and for personnel on emergency call backs that have need for apparatus. It is a heavily congested area. He can see issues with fire apparatus as there is a lot of equipment that sits outside. He doesn't see anything but problems with this proposal.

**MOTION** made by Steve Parkinson to accept and place on file. Seconded by Deputy Police Chief DiSesa. Motion passed.

(E) **Islington/Cornwall Streets-** - Request for Additional Handicap Spaces and

(F) **Cornwall Street** - Parking Issues – Jon Frederick referred to a letter regarding parking and signage on Cornwall St. When making a left off Islington (while heading into town) onto Cornwall, the left hand side is no parking, but there are two handicap parking spaces, and the right side of the street allows parking. The signage issue may be alleviated with lining of the handicap spaces.

Deputy Chief DiSesa stated confusion as officers have been ticketing cars because a sign says “No Parking Either Side”, adding to the confusion. Residents are under the impression that one side of the street is allowable, however, officers see signs stating “No Parking either side” and are ticketing cars.

Jon Frederick stated that Traffic & Safety is addressing the same issue.

Steve Parkinson stated part of the issue on Cornwall is the signage and the signage is probably not adequate. We have a request to add another handicap space.

**MOTION** made by Steve Parkinson to accept and place on file. Seconded by Deputy Police Chief DiSesa. Motion passed.

## V. **OLD BUSINESS:**

(A) **Taxi Stand** – Request to Relocate Taxi stand in Market Square (City Council) – The Chair stated that at our request, Jim Feehley, a member of the Taxi Commission was present. The Taxi Commission requested that the stand be moved to the other side of the street as most drivers don't feel safe as their view is obstructed. They would like it moved back to the right hand side where it was originally.

Jon Frederick reported that one option the City Manager suggested was moving the space in front of Breaking New Grounds. The question stands - what do we do with the other taxi stand on Pleasant St.?

Mr. Feehley stated that the stand on Pleasant St. is fine, but not as visual as being in Market Sq.

Deputy Police Chief stated that as far as safety, the Police have not been aware of any issues of near collisions, accidents or pedestrians.

Steve Parkinson stated this has been looked at before, we went through the process, does not see any safety issue and is reluctant to change.

**MOTION** made by Steve Parkinson to keep the Market Street taxi stand in place. Seconded by Deputy Police Chief DiSesa. Motion passed.

- (B) **Peirce Island** – Report Back - Jon Frederick stated he took the proposal to the Recreation Committee and the Peirce Island Committee and both committees recommendations were as follows: \$5.00 per night for residents, \$25.00 per night for non-residents; maximum stay of 7 nights; maximum permits allocated at a time is 6; specific areas designated in the lot for overnight parkers; maximum trailer length limited to 25 ft.; the addition of a liability disclaimer to the rules and application stating, “I understand the use of boat launch and parking is at my own risk and the City is not liable for any damage to my vehicle or trailer.” The two committees would like to vote on any proposal that we make before it goes for formal ordinance change.

The permits will be obtained from the Parking Clerk’s office who will provide the Police Department with a list of vehicles that were on the permit, which will allow the Police to enforce accordingly.

**MOTION** made by Andrew Purgiel to accept the Memorandum. Seconded by Deputy Police Chief DiSesa. Motion passed.

- (C) **In-Vehicle Payment System** – Report Back – Jon Frederick reported that the approved selection committee completed the process yesterday. There were two participants in the test evaluating as customers, Andrew Purgiel was present for the revenue piece, Paul Harris, an Enforcement Officer, and Jon Frederick. The company that was selected was ePark. Their unit is simple to use and cost effective to the City. We will commence negotiations with E-park to formulate a contract. The anticipated deployment time would be this spring.

**MOTION** made by Steve Parkinson to accept the report. Seconded by Andrew Purgiel. Motion passed.

V. **ADJOURNMENT:**

Respectfully submitted  
Elaine E. Boucas, Secretary