

**PARKING COMMITTEE MEETING**  
**7:30 AM –Thursday, July 8, 2010**  
**City Hall – Conference Room A**

**I. CALL TO ORDER:**

Chairman Ken Smith called the meeting to order at approximately 7:30 a.m.

**II. ROLL CALL**

**Members Present:**

Councilor Kenneth Smith, Chair  
Cindy Hayden, Deputy City Manager  
Steve Parkinson, Public Works Director  
Andrew Purgiel, City Auditor  
Steven DuBois, Deputy Police Chief  
Jon Frederick, Parking Manager

Also present were Patti Ouimet and Emily Parsing.

**III. ACCEPTANCE OF THE MINUTES:**

**MOTION** made by Andrew Purgiel to accept the minutes of the May 13, 2010 meeting. Seconded by Steve Parkinson. Motion passed.

**IV. FINANCIAL REPORT** – Andrew Purgiel reported that the final numbers may change slightly as end of year revenues come in. Basically, we have seen the same amount of revenue as the previous year, with fewer violations but more parking meter revenue.

**MOTION** made by Steve Parkinson to accept the report. Seconded by Deputy Police Chief DuBois. Motion passed.

**V. NEW BUSINESS:**

**(A) Ceres St.** – Request for designated parking area for service vehicle parking – Jon Frederick referred to the letter from John Golumb representing Old Ferry Landing, Poco’s and the River House requesting consideration for an allowance of service vehicles to park on Ceres St for the purpose of repairing equipment at the restaurants. Jon Frederick presented the committee with a picture of the area which is the entrance to the park. He stated that service vehicles in other areas would be required to park at a normal parking space and pay the meter or would get a meter bag if parking for an extended period of time.

**MOTION** made by Steve Parkinson to deny the request. Seconded by Cindy Hayden. Motion passed.

- (B) **100 Club** – Request for Valet License Renewal - Jon Frederick reported that the 100 Club license expired July 1, 2010, and this is the annual License Agreement for operating the valet out of the Hanover Street loading zone in front of the 100 Club. There is a \$500 license fee. Jon Frederick recommended approval of the annual License Agreement. Steve Parkinson suggested a report showing the number of cars they park. Jon Frederick will get this information.  
**MOTION** made by Steve Parkinson to approve the renewal of the 100 Club Valet License Agreement. Seconded by Andrew Purgiel. Motion passed.
- (C) **Rockland at Kent Streets** – Request for No Parking Area on Rockland Street at Kent Street – The subject area is on the left hand side coming from Kent onto Rockland, between Kent and Elwyn. Pat Ouimet stated that prior to the new sidewalks being built two years ago, people were able to drive through safely, but it is now very narrow when cars are parked on both sides of the street. She is concerned that emergency vehicles cannot get through. There would not be any inconvenience for neighbors as they have driveways to park. She feels this is a safety issue. The baseball end of the street is not a problem as it is much wider.  
Deputy Police Chief DuBois asked if this should be considered by Traffic & Safety with a site review.  
The Chair suggested a sign “No Parking 20 ft from corner.  
Steve Parkinson would like to take a closer look at this and is concerned if vehicles are not permitted to park on Rockland, they will be parking on Kent and Elwyn which tend to be narrower.  
The Chair suggested referring to Traffic & Safety, meanwhile give Steve Parkinson a chance to look at this to see if something can be done with signage within the 20 ft “No Parking Here To Corner” range. If so, it will not have to go to Traffic & Safety.  
**MOTION** made by Steve Parkinson to refer to Traffic & Safety and grant them the authority to eliminate parking spaces in this particular case.
- (D) **Pay & Display Meters** – Placement of Nineteen Meters – Jon Frederick presented the committee with a memo and map showing placement of 19 meters. He explained that the Capital Improvement Plan for FY11 (CIP) allowed \$150,000 toward the continuation of the Pay & Display Program affording us 19 more meters. We currently have 31 meters installed and 2 meters on standby for installation on State St. towards Marcy St., after completion of construction. The recommended placement of meters is 3 meters on Deer St., one being 4-hour the other two being 2 hour meters. On Deer St. there are two 4-hour spaces and four 2-hour spaces to the west of High St. He would like to make the two 4-hour spaces into 2-hour spaces so the whole block is represented by one meter. This change would be under the Omnibus. Additionally, 4 meters would be placed on Hanover St.; 6 meters on State east of Pleasant; 4 meters on State west of

Pleasant, 1 meter on Court St. and 1 meter on Penhallow between Daniel and State. Our total allotment will be 52 meters covering 523 spaces.

**MOTION** made by Andrew Purgiel to accept the placement of Pay & Display meters as presented including the change of the two spaces. Seconded by Cindy Hayden. Motion passed.

**VI. ADJOURNMENT:**

**MOTION** made by Andrew Purgiel to adjourn at 7:45 am. Seconded by Steve Parkinson. Motion passed.