



City of Concord, New Hampshire

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Bradley C. Osgood
Chief of Police

Parking Committee Meeting

February 26, 2018

Present: Mark Coen, City Council Representative, Chair
Byron Champlin, City Council Representative
Linda Kenison, City Council Representative
Brent Todd, City Council Representative

Staff: Daniel Andrus, Fire Chief
Carlos Baia, Deputy City Manager – Development
David Cedarholm, City Engineer
Chip Chesley, General Services Director
David Florence, Parking Supervisor
Rob Mack, Traffic Engineer
Jim Major, Highways and Utilities Division Superintendent
Bradley Osgood, Police Chief
Alison Sinisgallo, Parking Division Administrative Specialist
Matt Walsh, Dir. of Redevelopment, Downtown Services, and Special Projects

Guests: Roy Schweiker, Resident
Property owner, 26 Centre Street

1. Overview of Agenda

The meeting was called to order at 5:00PM by Councilor Coen. Mr. Walsh provided a brief overview of the agenda.

2. Adoption of Minutes

The meeting minutes of January 22, 2018 were adopted as presented.

3. Narrow Streets Presentation

Mr. Mack presented an analysis of narrow streets which primarily focused on select areas of Wards 4, 5, and 6. However the analysis also included a limited number of streets in West Concord and Penacook Village as a result of City

Council referrals. The objective of the study was to identify streets where parking adversely narrows the traveled way.

Mr. Mack discussed the methodology for his analysis. Specifically, he reviewed the provisions of City Ordinance 18-1-4 (a) which states that no vehicle shall be parked on a street or alley whereby less than less than twelve (12) feet of roadway width would be provided for free movement of vehicular traffic.

Based on the provisions of this Ordinance, Mr. Mack explained that a minimum width of 20 feet is required to accommodate parking on one side of a street with a single travel lane; 28 feet is required to accommodate parking on both sides of the street with a single travel lane; 36 feet is required to accommodate parking on both sides of the street with two travel lanes. These dimensions served as the underlying basis for determining whether a roadway qualified as a "narrow street".

Mr. Mack provided maps of the study area and a spreadsheet listing each street's measured width and staff recommendations. Approximately 142 streets or roadway segments were analyzed, of which parking changes were recommended for 68 streets. The Committee reviewed the pages and discussion ensued. Fire Chief Dan Andrus and Police Chief Brad Osgood were asked if there has ever been a situation in which emergency vehicles were unable to respond to a call to service. This has not occurred during either chief's tenure.

In addition to the recommendations based on the measured width of the streets, a list of streets on which snow removal is hampered by parked vehicles was provided. The General Services Department has requested that on-street parking be eliminated on 11 streets due to ongoing challenges with snow operations.

Discussion of snow removal issues ensued. Suggestions were made that overnight parking be banned seasonally throughout the City and individual streets ban parking day and night certain months of the year. Councilor Champlin spoke against seasonal restrictions as the public may find it difficult to understand. Councilor Kenison believes the public would reject attempts to ban overnight parking.

Local resident Roy Schweiker suggested that the City consider establishing two new ordinances. The first would ban on-street overnight parking during the winter months. The second would allow the City to waive the 48-hour rule and tow any vehicle parked in a no parking zone. Councilor Coen asked that staff review the tow ordinance and provide recommendations to the Parking Committee at its next meeting.

The Committee thanked staff for providing a thorough analysis and noted that it would take the Committee time to sort through all of the recommendations. It was decided that public input will be required before forwarding any ordinance changes to the City Council. Due to the scope of the analysis, it was suggested the Parking Committee break the analysis into separate areas/neighborhoods.

4. Other Business

a) School Street Parking Garage Update

Mr. Walsh updated the Committee on the progress being made at the School Street Garage. The project has moved in to a new phase of sandblasting. Measures are being taken to mitigate construction noise. Steel for the north stairwell is being delivered February 28th, which will cause School Street to be closed for the day. The travel lane inside the parking structure is very narrow, which is not ideal. The project is going as quickly as possible, while allowing the garage to remain open.

b) State Street Parking Garage – Funding Request for Repairs

Mr. Walsh informed the Committee that HL Turner has inspected the State Street Parking Garage and found repairs need to be made to shore up the structure. A funding request will be presented to the City Council in March for \$30,000 for these repairs. Mr. Walsh reminded the Committee that a large, comprehensive repair for the facility is currently scheduled for FY 2023 in the City's Capital Improvement Program. However the HL Turner Group has recommended that the repairs be expedited to FY2021 given the deteriorating condition of the structure. Councilor Coen asked when the last repairs were made to the structure. In 2006 temporary repairs to the concrete and deck membranes were made. The stairwells were renovated approximately four years ago. A maintenance and repair schedule for all of the parking structures is included in the Strategic Parking Plan.

c) Strategic Parking Plan – Funding Request for Implementation

Mr. Walsh advised the Committee a funding request for approximately \$25,000 will be presented to the City Council in March. The funding is being requested in order to implement the changes in meter rates and enforcement hours scheduled for July 1, 2018. The funds are needed for reprogramming of meters, new signs, face plates, etc. Future expenditures related to the Strategic Parking Plan will be addressed during the upcoming budget process. The City has engaged in a Request for Proposal (RFP) for new meters and kiosks. The first phase of meter expansion is scheduled for October 2018.

d) Nonpublic Session in accordance with RSA 91-A:3, II. D for discussion of parking leases.

Councilor Champlin moved to enter a nonpublic session. Councilor Todd seconded. The public portion of meeting ended at 6:30pm. The nonpublic session ended at 6:57PM and the meeting resumed. Councilor Todd moved to seal the minutes of the nonpublic session. Councilor Kenison seconded. The motion carried unanimously.

5. Adjourn

A motion was duly made and seconded to adjourn the meeting. The motion carried unanimously. The meeting adjourned at 7:00PM.

Respectfully Submitted,

Alison Sinisgallo
Administrative Specialist I

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