



CITY OF CONCORD

New Hampshire's Main Street™

City Manager's Office

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Thomas J. Aspell, Jr.
City Manager

Parking Committee Minutes September 27, 2021

Attendees:

Byron Champlin, City Councilor, Parking Committee Chair
Linda Kenison, City Councilor
Nathan Fennessy, City Councilor
Brent Todd, City Councilor
Jim Bouley, Mayor

Staff:

Matt Walsh, Director of Redevelopment, Downtown Services, & Special Projects
Karen Hill, Transportation Engineer
Amanda Lombard, Fiscal Clerk Parking Division
David Florence, Parking Division Supervisor
Chip Chesley, General Service Director

Public:

Sean Brown, Chief - Fire Department
Mark Hebert, Deputy Chief - Fire Department

The meeting was called to order by Councilor Champlin at 5:25 p.m.

1. **Overview of Agenda:** Councilor Champlin provided an overview of the meeting agenda.
2. **Adoption of Minutes:** Councilor Kenison moved to adopt the minutes from June 28, 2021 and August 30, 2021. Councilor Fennessy seconded the motion. The minutes were adopted on a unanimous roll call vote.
3. **Narrow Streets Zone 1 (Wall Street Neighborhood):**
 - a. **Discuss public input from August 30, 2021 Neighborhood Forum:** Mr. Walsh asked the Committee members for any feedback that they had from the meeting and /or any comments they received from the public.

Councilor Kenison stated a lot of people brought up the topic of Enforcement. Councilor Fennessy, suggested that he thought those in attendance were more interested in seeing increased enforcement of the current rules and regulation and less interested in increasing or changing ordinances. He also suggested that representation from the Patrol side of the Police Department would assist with residents understanding of after hour enforcement.

Councilor Champlin Stated there were a lot of requests about residential permits. The Committee has talked about this in previous meetings, however the Committee had agreed to put that topic off until the Narrow Street Projects are completed.

- b. Review Requests to Morton and South Spring Street to Study Area: Due to questions raised at the public forum Councilor Champlin asked the Committee whether they would like to include Morton Street and South Spring Street in the Narrow Street Project. Councilor Todd agreed that they should include the two streets.

Councilor Fennessy stated there is only parking on one side of South Spring Street. He is wondering what the specific concerns are and if the residents are concerned that vehicles from the surrounding Streets will start to park on South Spring. In his observation, he doesn't see any parking concerns on this street.

The Committee agreed to add the two Streets. Councilor Kenison, Councilor Todd and Mr. Walsh will serve as the Sub Committee. This will include a review of the Narrow Streets Zone 1 which will also include the addition of Morton and South Spring Streets.

- c. Review preliminary recommendations: Mr. Walsh mentioned there is a lot of concern about pavement markings and signage. The Fire Department had mentioned how difficult it is trying to get the fire trucks to make the swing through some of the intersections. Mr. Walsh stated that improvements to pavement markings within the current ordinance (which includes no parking 30 ft from a stop sign and 20 ft from an intersection with no stop sign) would potentially clear up the complaints and allow for more enforcement. City General Services received a new paint machine in mid-September, have begun laying out street markings, and will begin pavement markings approximately September 28th.

Schedule Sub Committee Tour of Streets: The Subcommittee which consist of Councilor Kenison, Councilor Todd along with Mr. Walsh will complete a ride along for both Morton and South Spring Street on October 1, 2021 at 9:00 a.m.

- d. Schedule Neighborhood Forum #2: The next Neighborhood Forum #2 is scheduled for October 25th at 7:00 p.m. The meeting will take place in City Council Chambers.

4. Staffing Update:

- a. Parking Officer & Equipment Technician (POET) Recruitment Update: David Florence, Parking Supervisor, informed that there are two candidates for this position whom are currently going through the back-ground check process.

5. Capital Improvement Projects Update:

- a. Storrs Street Parking Garage (CIP #529) Construction Update: Mr. Walsh stated the Storrs Street Parking Garage is under construction. He made note that the project is well within budget. The work is estimated to be completed by April of 2022.
- b. State Street Parking Garage (CIP #432) Structural Assessment: Mr. Walsh indicated that the H.L Turner Group will be doing the Assessment of the State Street Garage within the next forty-five days. The cost assessment that we discussed with the Parking Committee. Mr. Walsh stated there is a budget of \$360,000 for design and an estimated \$3.7 million in the debt service for Construction. The estimated completion of the design portion will be in

FY23 and Construction being completed in FY24 unless the assessment shows need to expedite.

6. Financials:

- a. FY 2022 Financial Statement Year-to-Date through August 30, 2021: Mr. Walsh provided an overview of the Year-to-Date FY 2022 budget through August 30, 2021.
 - I. Revenues: Actual total revenues for FY 2022 through August 30, 2021 were \$485,922.19, or 18% of budget, and about the same as last year with a total of \$389,073.02 for FY 2021.
 - II. Expenditures: Actual total expenditures for FY 2022 through August 30, 2021 were \$762,727.89, or 33% of budget. Last year's total was \$750,506.53 which is approximately \$17,221.36 more than last year.
 - III. Gain/Loss: Through August 30, 2021, expenditures are outpacing revenues, and the Parking Fund is currently running a deficit of approximately \$313,779.26.

7. Other Business:

- a. October 19th 2021 Parking Committee Meeting:
 - I. Loading Zone Regulations: There has been concerns with people parking in the cobble stone median both delivery vehicles and non-delivery vehicles. Suggestions include; Designated Day / Time, Setbacks to Crosswalks or delivery vehicles use the intended delivery zones. Extended discussion will ensue.
 - II. Eastern Avenue Narrow Street Request: A resident has requested the Parking Committee take a look at this Street as she is having a hard time backing out of her driveway.
 - III. Siam Orchid: Complaints have been received from retailers, one of which is Little River Oriental Rugs, about Siam Orchid taking up too many parking spots for outdoor seating along with the side walk. The owner of Little River Oriental Rugs stated its impeding her ability to display goods on the sidewalk.

8. **Adjourned:** Councilor Fennessy moved to adjourn the meeting. Councilor Kenison Seconded. The meeting adjourned at 6:05 p.m.

Respectfully Submitted,

Amanda Lombard
Parking Division Fiscal Tech III