



CITY OF CONCORD

New Hampshire's Main Street™

City Manager's Office

41 Green Street, Concord NH 03301

(603) 225-8570

Thomas J. Aspell, Jr.
City Manager

Parking Committee Minutes October 19, 2021

Attendees:

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

Staff:

Matt Walsh, Director of Redevelopment, Downtown Services, & Special Projects
Greg Taylor, Deputy Chief-Police Department
Amanda Lombard, Fiscal Clerk Parking Division
David Florence, Parking Division Supervisor
Chip Chesley, General Service Director
Sean Brown, Chief-Fire Department
Mark Hebert, Deputy Chief-Fire Department

The meeting was called to order by Councilor Champlin at 5:01 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 public and non-public minutes from September 27, 2021. Councilor Fennessy seconded the motion. The minutes were adopted on a unanimous roll call vote.
3. **Narrow Streets Zone 1 (Wall Street Neighborhood):** Councilor Fennessy stated that on October 1st 2021 the Sub Committee which consist of, Mr. Matt Walsh, Councilor Fennessy and Councilor Kenison joined on a tour through what is now being called the Theater District. The Committee largely adopted the recommendations suggested to the Parking Committee with a few deviations or suggestions. The Parking Committee also received an email from Karen Hill, Transportation Engineer, whom was not in attendance, with her recommendations:
 - a. Beaver Street (All)– Restrict parking on west side. No hydrants.
 - b. Downing Street (S State to #17)– Restrict parking on north side. No hydrants.
 - c. Hutchinson Ave (All) – No Parking either side. One way? (nothing jumps out) No hydrants.
 - d. Monroe (All) – Restrict parking on south side. Hydrants @ School & Grove on south side.

- e. Perley Street (curve to S State) – Restrict parking on south side. Hydrants @ Grove & Pierce on north side.
- f. Morton Street (All) – Restrict parking on east side. No hydrants.

4. Staffing Update:

- a. Parking Officer & Equipment Technician (POET) Recruitment Update: David Florence, Parking Supervisor, informed the Committee that the Parking Division now has a new employee who is currently in training and out on the streets. They are currently going through application for the second position that is available.

5. 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 September 30, 2021.
 - I. Revenues: Actual total revenues for FY 2022 through September 30, 2021 were \$657,088.10, or 24% of budget. Last year's total was \$509,594.11 for FY 2021.
 - II. Expenditures: Actual total expenditures for FY 2022 through September 30, 2021 were \$873,556.44, or 38% of budget. Last year's total was \$807,835.09 which is approximately \$65,721.35 more than last year.
 - III. Gain/Loss: Through September 30, 2021, expenditures are outpacing revenues, and the Parking Fund is currently running a deficit of approximately \$264,947.07.

6. Other Business:

- a. Councilor Fennessy has requesting that the Parking Division provide to the Committee an operation breakdown of the single space meters.
- b. November, 22 2021 Parking Committee Meeting: Discussion ensued regarding potential agenda items for the Committees next meeting. Suggested topics included:
 - I. Loading Zone Regulations (time limits);
 - II. Loading activities on Main Street within the cobble stone median. Concerns specifically included use by large delivery vehicles and passenger vehicles, activities near cross walks, as well as potential designation of specific loading and delivery times for Main Street; and,
 - III. A potential citizen request for parking modifications on Eastern Avenue.

- 7. Adjourned: Councilor Kenison moved to adjourn the meeting. Councilor Todd Seconded. The meeting adjourned at 6:10 p.m.

Respectfully Submitted,

Amanda Lombard
Parking Division Fiscal Tech III