



Haverhill

Department of Public Works
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Central Business District Parking Commission Meeting

Thursday, July 16 @ 6:00 p.m.

Meeting Location: Virtual via Zoom

Meeting Minutes

Parking Commission Meeting Attendees:

- Mayor James J. Fiorentini
- Karl Brunelle, Chairman (Member))
- City Councilor William Macek (M)
- Josiah Morrow (M)
- Nomsa Ncube (absent) (M)
- John Tynan (M)
- Michael Stankovich, DPW Director (Ex-officio)
- Sgt. Lynch, (Ex-officio)
- Joseph Romatelli (M)
- John Burke, Parking Consultant

Welcome from Chairman Karl Brunelle: Karl Brunelle began the meeting by explaining that the meeting was being held virtually due to Covid-19 precautions.

Central Business District parking conditions - Covid-19 impacts:

Chairman Brunelle and Michael Stankovich said that in late March the City suspended paid parking due to reduced parking demand from Covid-19 impacts. While parking has picked up over the past month there is still a lot of capacity in most places. John Tynan of the Barking Dog Ale House said that his restaurant and many others still have only a minimal number of customers. Karl Brunelle noted that there are a few locations where demand exceeds supply such as the Washington/Wingate and Washington Square parking lots. Discussion centered around how to determine when and where to resume paid parking. Parking Consultant John Burke suggested that it could be a combination of parking counts, input from with local business owners and complaints received by the City through its 311 center. He said that a goal of paid parking programs is to have an approximate 15% vacancy rate on streets/blocks which means that there are always 1-2 available parking spaces. This reduces complaints from motorists trying to find a parking space and minimizes parkers from circling city streets for parking.



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Councilor Macek suggested that prior to resuming the existing paid parking program, it would be beneficial to review the recommendations from the three previous parking studies. These included uniform paid parking hours, new parking meter technology including smart meters and electronic gates for off street parking lots. He also spoke about the possibility of reducing the number of residents utilizing the high demand surface lots.

Parking Management Services Contract:

Michael Stankovich explained that the Parking Management Services contract is expiring on July 31, 2020. The city's purchasing agent solicited proposals from 3 firms. The lowest responsible bidder was Laz Parking, which is also the current parking services vendor. The City included information in the request for proposals to alert the bidders that it would have the right to reduce the scope of services as the result of less parking demand related to Covid-19 impacts. Consequently, the City negotiated a significantly reduced fee of \$ 1,750.00 per month for parking services with Laz Parking during the free parking period. Once paid parking fully resumes, the parking services fee will increase to the level indicated in the original submitted bids.

Motion was made to recommend approval of a Parking Management Services contract to Mayor Fiorentini to hire Laz Parking to perform Parking Management Services.

Motion by: Joseph Romatelli

Seconded by: Bill Macek

Vote: Yeas - 5, Nays-0

Previous Central Business District parking studies:

John Burke explained the history of the paid parking program which began in 2011. He said since that time there have been three different studies/updates of the program. Many recommendations were offered, however, most of the recommendations have not been adopted.

Next meeting date to be determined.

Public Input - None

Adjourn – 7:20 pm