



**CITY OF CONCORD**  
*New Hampshire's Main Street™*  
**Community Development Department**

**DRAFT Parking Committee Minutes**  
**April 29, 2024**

**Attendees:**

Brent Todd, City Councilor, Parking Committee Chair  
Stacey Brown, City Councilor  
Karen McNamara, City Councilor  
Paula McLaughlin, City Councilor

**Staff:**

Amanda Lombard, Fiscal Tech III, Parking Division  
David Florence, Parking Division Supervisor  
Tim Thompson, AICP, Assistant Director of Community Development

**Attendees:**

William Hart  
Fred McLaughlin  
John Nevin  
Erin Nevin

The meeting was called to order by Councilor Todd at 5:01 p.m.

1) **Overview of Agenda:** Councilor Todd provided an overview of the meeting agenda.

2) **Adoption of Minutes:** Councilor McNamara moved to adopt the meeting minutes of March 25, 2024. Councilor McLaughlin seconded the motion. The motion carried unanimously.

3) **Citizen Requests and City Council Referrals:**

- a. **William Hart, US Marshall, District of NH-Request for 4 parking spaces near the Federal Courthouse be designated for US Marshall Service use:** Director Thompson referred to a break-down sheet of the potential revenue loss if the 4 requested parking spaces were designated for US Marshall use only, based on data from the 2014 study done for the City. The loss could be about \$1,570.40 per meter with a total potential estimated revenue loss of \$6,281.60 for all 4 meters.

1 Mr. Hart introduced himself and thanked the committee for taking the time to  
2 discuss his request. He stated he is aware of the financial impact of his request  
3 to the City. Mr. Hart expressed his concern about the growth within the past  
4 several years and the increase in vehicles. He added that prior to his request to  
5 the parking committee, they attempted to secure spots either inside the federal  
6 complex, or in the exterior parking lot. However, according the GSA (General  
7 Services Administration) to find solutions but unfortunately all spaces are already  
8 designated and cannot be predesignated. Mr. Hart's concern is that their  
9 emergency vehicles are unmarked but "fully dressed" vehicle because they are  
10 Law Enforcement vehicles. The concern for not enough parking spaces in front of  
11 the Court was became very apparent and serious in the response to the recent  
12 active shooter at the New Hampshire State Hospital late last year. He stated  
13 valuable moments were lost as they moved vehicle to gain aggress from the  
14 building.

15  
16 The Department of Justice (DOJ) process creates obstructions to securing this  
17 type of parking, Specifically, the USMS as a part of DSOJ cannot prepay parking  
18 nor can it pay by cash or check as this is foreclosed by policy  
19

20 Back on June 17, 2019 the City Council enacted Ordinance #3044, which  
21 eliminated law enforcement only parking on sections of Pleasant Street along  
22 portions of the Federal Building and Courthouse. Law Enforcement Parking was  
23 later restored by the City via Ordinance 3071 in May of 2020.  
24

25 The Federal Courthouse currently has 18 parking spaces under the building.  
26 They currently have 20 unmarked vehicles. They are asking for 4 additional  
27 spaces because they have Deputies from other counties assist in prisoner  
28 transport that utilize parking spaces.  
29

30 The Committee requested that Mr. Hart do some research and see if there are  
31 any type of pilot program that could assist with the funding to pay for the  
32 requested spaces. Councilor Todd asked Mr. Hart if he anticipates needing  
33 adding spaces in the future. Mr. Hart stated he does not see them needing and  
34 additional spaces other than the 4 they are currently requesting.  
35

36 Councilor Brown stated she would not be comfortable making any changes to  
37 parking at this point as there is a lot going on within the City and would like to  
38 wait until some of the dust settles before making any decisions. She would also  
39 like to reach out to the community and see if collectively they can come up with a  
40 solution.  
41

42 Councilor Todd would like to have the actual break down of what each meter is  
43 receiving in revenue in hopes to find the most unutilized spaces closest to the  
44 Court House. Mr. Florence stated that he will run the numbers for S Spring St  
45 and South St and have the report available for the next parking committee  
46 meeting.  
47

1 The committee collectively decided to table this request until the next parking  
2 meeting.

- 3  
4 b. **Thomas Binnette- request examination of parking spaces distances from**  
5 **intersections along South State St (in particular the intersection with**  
6 **Concord St.):** Director Thompson stated that Mr. Binnette was not able to attend  
7 tonight's meeting. He gave a quick overview of Mr. Binnette's request stating the  
8 parking spots are too close to the intersection and is causing a dangerous  
9 situation as you cannot see pulling out of these intersections from side streets.  
10 Mr. Binnette is requesting that at least 3 parking spaces be removed at each of  
11 the intersections on South St.

12  
13 Councilor Todd stated that when you go for your driving test they teach you to  
14 stop at the stop sign, if you are unable to safely pull out you then inch forward  
15 until you can get proper visibility see oncoming traffic and pull out when it is safe  
16 to do so.

17  
18 In 2022, General Services reclaimed South State and the City constructed bump  
19 outs at several intersection and shifted parking spaces and several crosswalks.  
20 Transportation Engineer Karen Hill presented the following regarding accident  
21 data for the intersections between 2019 and 2023:

- 22  
23 i) S State /Fayette-1.2 accidents/year  
24 ii) S State/Thompson-1.4 accidents/year  
25 iii) S State/Concord-1.2 accidents/year

26  
27 5 accidents/year is typically cause for further analysis/improvement.

28  
29 Fred McLaughlin, resident, stated he lives on the other end of Concord St. He  
30 comes down Main St on Concord St. When you are looking at traffic coming  
31 South it is difficult to see oncoming traffic.

32  
33 Councilor Brown asked what the speed is on South State and suggested a  
34 reduction in speed. Director Thompson stated that would require a speed study.  
35 A suggestion from Mr. McLaughlin was to increase the enforcement on South  
36 State St. The speed is currently set at 30 mph.

37  
38 Councilor McNamara stated she does not think there should be any changes at  
39 this point as work has already been done on South State St. The current parking  
40 spacing is compliant with City regulations. All of the spaces meet or exceed the  
41 City's requirement

42  
43 Erin Nevin, 13 Thompson St, stated she disagrees with the committee and  
44 agreed with Mr. Binnette's request to remove spaces. Ms. Nevin has the same  
45 concerns about pulling onto South State St.

46  
47 The consensus of the committee is to not remove parking spaces at this time.  
48

1 c. **Request for Additional Parking Spaces in front of 13 Thompson St:**

2 Councilor Todd welcomed Mr. and Ms. Nevin whom reside at 13 Thompson St.  
3 Ms. Nevin explained that she has a bone disorder called avascular necrosis in  
4 both of her ankles. This means that her ankle bones lack blood flow which  
5 caused the bone tissue to die and it is painful. She stated that the number of  
6 days she will need mobility devices will increase. Mr. Nevin built a ramp going  
7 into the house which removed one of the two parking spaces they had in the  
8 driveway. Ms. Nevin is requesting an additional accessible parking space outside  
9 of their house either on Thompson St or Chesley St. They were under the  
10 impression that they could not park on the street overnight. Parking Supervisor  
11 David Florence explained that parking overnight is allowed as long as they  
12 adhere to the 48-hour ordinance.  
13

14 Per NH law you cannot designate an accessible parking space to one person. If  
15 the committee did approve an accessible parking space anyone could utilize that  
16 space.  
17

18 Mr. Florence offered to have a Parking Officer go to their house and show them  
19 where they can legally park their car on the City streets. That idea was welcomed  
20 by the Nevins.  
21

22 4) **Financials:** Parking Fund financial statements Year-to-Date (YTD) for Fiscal year  
23 2024 through March 31, 2024.  
24

- 25 i. **Revenues:** Total revenues Year to Date were \$2,251,804.63 or 73% of  
26 budget. This figure was approximately \$424,538.89 lower than revenues  
27 received in prior year.  
28  
29 ii. **Expenditures:** Actual total expenditures for Year to Date were \$2,499,257  
30 or 77% of budget. This figure was \$110,855.48 higher than prior year.  
31  
32 iii. **Gain/Loss** Through February 28, 2023, the Parking Fund has negative net  
33 operating income of \$247,452.79  
34

35 5) **Updates:**  
36

- 37 a) **School District Staff / CHS Area Parking:** Director Thompson stated the  
38 City has not heard from School as of yet.  
39  
40 b) **Lease to Permit Transition for School Street and Storrs Street Garage:**  
41 Director Thompson stated, a meeting was held a couple weeks ago with  
42 Foxfire Management Company and they seem to be on track for the  
43 transitioning from lease parking spaces in the School St garage. Hopefully  
44 soon we can start working with Capital Commons whom are lease holders in  
45 the Storrs St garage to start to transition to permit parking spaces.  
46  
47 c) **NH Legislative Parking Garage:** Director Thompson stated the NH  
48 Legislative parking Garage is on schedule.

1  
2 **6) Other Business:**  
3

- 4 a) **Parking Space Striping Policy Discussion:** Councilor Todd stated the  
5 space in front of the State Library that has an X on it but it is very worn out.  
6 These types of striping issues will be on the TPAC agenda for the upcoming  
7 meeting.  
8

9 **7) Future Meetings:**  
10

- 11 a) May 27, 2024 has been set however it falls on a Holiday and will depend on  
12 attendance of Councilor's and if there will be a quorum. Director Thompson  
13 stated he is unavailable to meet in June so the next meeting would be in July  
14 unless an alternate date is selected.  
15 .  
16

17 **8) Adjournment:** The meeting adjourned at 6:15 PM.  
18

19 Respectfully Submitted,  
20  
21

22  
23 Amanda Lombard  
24 Parking Division Fiscal Tech III  
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