

**Downtown Committee Meeting
October 8, 2019**

Committee Chair, Councilor Norman Belanger called the meeting to order at 6:15 p.m.

Roll Call: Mayor Alan Casavant, Councilors Norman Belanger, Amy Clearwater and Michael Ready and Member Julian Schlaver

Councilor Marc Lessard was excused.

*Note: with the absence of Councilor Lessard, Member Schlaver will have voting authority at this meeting.

Staff that was present:

City Clerk, Carmen Morris

City Manager, James Bennett

The Committee, and all who were present, recited the Pledge of Allegiance.

Approval of Minutes: **August 27, 2019**

Motion by Councilor Ready, seconded by Member Schlaver to accept the minutes as printed.

Vote: Unanimous.

Staff Update:

a) Improved identification and lighting for kiosks

Due to the impending Joint Development Agreement, which will eventually assign the management of the paid parking lots to the future parking garage owner, Staff has deferred the purchase of additional solar lighting for the parking lot kiosks until a decision is made regarding long-term technology.

b) Parking Consultant

As directed by the City Council, the City Manager put out a request for bids for a parking consultant. The City received no bids. At this point, with the movement forward with the JDA with TFIC, the City has asked that TFIC serve as the parking consultant.

c) Reconfiguring Green/Yellow Lot

The reconfiguration of the Green/Yellow Lot Project is completed and the changes have been well received.

d) Pearl Street Master Planning

With the groundbreaking scheduled this week for the Lincoln Mill project, Staff has come up with a plan for temporary parking in the general location of the former MERC administrative building. The cost of this temporary parking is estimated to be \$750 and will create 40 parking spaces. Adjacent mill owners are being contacted before plans are finalized.

Preliminary work has begun on for the master planning for Pearl Street, which includes utilities (sewer, water, electric), road width, project timing, Pearl Street extension considerations, etc.

A map was presented to the Committee showing a possible layout and traffic flow in the Pearl Street/ Saco Falls Way area during the Lincoln Mill construction. Issues such as easements to Saco Falls Way and paid parking spaces by Saco Falls were discussed; as well as concerns for others who may have a vested interest in this vicinity, i.e. the building owners in that area.

e) Municipal Lot Designations

Staff has been considering possibly re-naming the parking lots so that they are named/referenced by the adjacent street(s), and not by color designations. The thought is that a more descriptive reference could prove to be most beneficial especially for out-of-town folks. Staff has made no recommendations thus far; however, the Downtown Development Commission recommendation will be discussed during this meeting.

It was suggested that nothing be done until the JDA with TFIC is final. Councilors Belanger and Ready disagree and see no harm in making these changes sooner.

Discussion/Approval:

- 1. Ch. 42, Motor Vehicles & Traffic/Sec. 42-62-Identification and Use of Municipal Lots/Extend 2-Hour Free Short-term Parking to Blue and Purple Lots**

DC2019.14

IN BOARD OF CITY COUNCIL...OCTOBER 8, 2019

BE IT ORDERED, by the Downtown Committee of the City of Biddeford that the Code of Ordinances, Chapter 42, Motor Vehicles and Traffic, Article IV Specific Street Regulations, Section 42-62 Identification and Use of Municipal Parking Lots, be amended by adding or ~~deleting~~ to read as follows:

Alfred Street Parking Lot, also known as the Blue Lot, refers to the City municipal parking lot that is adjacent to the 39 Alfred Street Police Station, and is bordered by Alfred Street, Foss Street, and the property line at 1 Pool Street and further described as Map 38, Lot 404.

~~Rows 2, 3 and 4 shall be reserved for permit parking available for monthly (Monday through Friday) permits, monthly (24/7) permits and the remainder available for short-term and monthly (nights and weekend) permits, with the remainder available for short-term parking on a rolling basis.~~

Row 1, which is adjacent to, and is parallel to, the police station, is reserved for police parking only. The first two spaces in Row 1 are reserved for, and shall be posted and clearly marked as, handicap parking.;

€The first two spaces in Row 2 are reserved for thirty-minute parking while conducting police business.

A portion of Rows 2, 3 and 4 shall be reserved for permit parking available for monthly (Monday through Friday) permits, monthly (24/7) permits and monthly (nights and

weekend) permits. The remaining spaces shall be available for short-term parking on a rolling basis, with the first two hours for any vehicle of any calendar day at no charge.

Foss Street Parking Lot, also known as the Purple Lot, refers to the City public parking lot located at the formerly known street address numbers 5, 7, and 15 to 21 Foss Street, and as further described on City Tax Map 39, Lots 80 and 84.

The lot shall be designated for long-term and short-term permit-only parking. Long-term parking shall include available availability for monthly (Monday through Friday) permits, monthly (24/7) permits, and monthly (nights and weekend) permits, ~~with the remainder~~ The remaining spaces shall be available for short-term parking on a rolling basis, with the first two hours for any vehicle of any calendar day at no charge.

No vehicle shall remain parked in this parking lot longer than 24 consecutive hours without a valid permit.

Motion by Councilor Clearwater, seconded by Mayor Casavant to approve the ordinance amendment.

Motion by Councilor Clearwater, seconded by Councilor Ready to amend the ordinance to only approved the changes to the Alfred Street Parking Lot (or Blue lot); and keep the Foss Street Parking Lot (Purple Lot) as it is.

Vote: Unanimous.

Vote on ordinance, as amended: 4 in favor; 1 in abstention.

There was general discussion amongst the Committee members about an unforeseen issue of downtown employees now taking up all the on-street parking spaces on the side streets around the downtown. Instead of paying to park in the parking lots, folks are fanning out and using spaces that would otherwise be for customers and other folks who are coming downtown to do business.

2. DDC Suggestion for Parking Postcard

Julian Schlaver, Downtown Development Commission Chair explained that the DDC, along with assistance from the City's Communication Coordinator, Danica Lamontagne have come up with a postcard to be distributed throughout the downtown, via the businesses, to help folks better understand where the parking lots are, what parking restrictions are in place and the rates.

The Committee offered a couple of edits to the postcard in order to provide further clarification.

The consensus of the Downtown Committee is for the DDC to move forward with the finalization of the postcard, get some printed and distributed to the downtown businesses to make available to the public.

Motion by Councilor Ready, seconded by Councilor Clearwater to adjourn.

Vote: Unanimous.

Time: 7:09 p.m.