

**CITY OF NORWICH
NORWICH PUBLIC PARKING COMMISSION**

The following are the minutes of the regular meeting of the Public Parking Commission held at 5: 00 p.m., September 20, 2016 at the Buckingham Memorial Building.

PRESENT: Ms. Joanne Philbrick, Mr. H. Tucker Braddock, Mr. Jeff Lord,
Mr. Sean Ryan and Mr. William Nash (by phone).

ABSENT: Mr. John Salomone

ALSO: Mr. Terrence Delaney

Mr. Braddock called the meeting to order at 5:02pm, noting a quorum was present.

PUBLIC COMMENT:

The protests of Ms. Bruce and Mr. Delaney were discussed.

Protest Mr. Delaney

On a motion made by Mr. Lord, second by Mr. Ryan, the Commission voted to waive the summons.
The vote was 3 in favor, 1 against, 1 abstention.

Motion passed

Protest Ms. Bruce

On a motion made by Ms. Philbrick, second by Mr. Braddock, The Commission voted that the
summons is due and payable.

The vote was 4 in favor, 1 abstention.

Motion passed.

MINUTES:

On a motion made by Mr. Lord, second by Mr. Ryan, the Commission voted to accept the minutes of the special meeting of May 17, 2016 as submitted.

The vote was unanimous.

FINANCIAL REPORTS & BILLS TO BE PAID:

A motion was made by Mr. Ryan, second by Ms. Philbrick to accept the financial reports and accounts payable reports for:

May thru August 2016

The motion was voted on and passed unanimously.

NEW BUSINESS:**PARKING LOT USAGE:**

The Commission members were presented additional information related to alternate uses of the City owned parking lots.

The discussion began with reference to the Special Meeting held on 09/19/2016. The City Council members of the NPPC informed the rest of the members, that the resolution to allow These Guys Brewing Co to use a portion of the Zierler Lot for an outdoor event on 09/24/2016 had passed.

Mr. Nash expressed concern that if we do not enact a policy regarding lot usage, we will not have any control over when and how the lots are used. Mr. Lord stated that if the policy is clear and there is no conflict with day to day operations, there should be consideration given to any applicant. Ms. Philbrick stated that the criteria should be exact and clear. All applicants will be required to follow the policy, and applications will go before the Commission for approval.

The Commission members were provided a copy of the “City of Norwich Event Guide”, which was sent to me by Miria Toth of NCDC. This guide is a very valuable resource for anyone wanting information related to holding an event in the City. It outlines the time frames to contact departments for reserving the location, contact persons in each department that must give approval for the event , and bits of information that are necessary for a successful event.

Mr. Ryan suggested that the Commission continue the discussion of policy at the next meeting, noting that any policy enacted tonight would not affect the weekends event.

Mr. Ryan made a motion that the Parking Lots and Parking Commission contact information be added to the event guide. Mr. Lord seconded the motion. Voted on and passed unanimously.

Ms. Rizzuto noted that she would contact Ms. Toth and request the addition, but it may be delayed. NCDC is in the process of moving to their new home on Franklin Street.

ANYTHING ELSE BEFORE THE COMMISSION:

The minutes from the Special Meeting of 09/19/2016 were presented to the Commission members for their approval.

A motion was made by Mr Lord, to accept the minutes as presented. The motion was seconded by Ms. Philbrick. The motion was voted on and passed unanimously.

Mr. Braddock asked if there were any information from the Artspace subcommittee. The subcommittee is slated to report their recommendations to the Commission at the November meeting. Mr. Nash and Mr. Ryan stated that there is nothing to report at this time.

ADJOURNMENT:

Motion made to adjourn by Ms. Philbrick , second by Mr. Lord, voted on and passed unanimously.

Meeting was adjourned at 5:47 pm.

Respectfully Submitted,

Judith A. Rizzuto, Administrator
Norwich Public Parking Commission