

**City of Norwich  
Public Parking Commission  
Meeting Minutes**

The Public Parking Commission held a special meeting on Monday, May 8, 2023 in Room 335 of City Hall, 100 Broadway, Norwich, CT 06360.

Agenda Items:

1. Meeting called to order at 5:02 pm.
2. Roll call
  - a. Members Present:  
Jeffrey Lord, Chair (**JL**)  
Stacy Gould, Alderperson (**SG**)  
Swarnjit Singh, Alderperson (**SS**)  
Sean Ryan, Member (**SR**)
  - b. Members Absent:  
H. Tucker Braddock, Member (**HTB**)  
John Salomone, City Manager (**JS**)  
Tracey Burto, Alderperson (**TB**)
  - c. Other Present:  
Joshua Pothier, Comptroller (**JP**)  
Karlene Deal, Collector of Taxes & Revenues (**KD**)
3. JL determined that there was a quorum after roll call.
4. Reports
  - a. None at this time.
5. Approval of minutes of preceding meeting
  - a. Review of minutes from the Regular Meeting on April 11, 2023. JL made a motion to accept the minutes as presented, seconded by SS. Approved unanimously.
6. Old business
  - a. Discussion of draft parking policies. SR made a motion to accept the following policy for “Living on Road with Timed Parking:”

If a registered motor vehicle owner receives a parking ticket for overtime parking on the street on which they can prove residency, they will not be held responsible for the violation. The address on the motor vehicle registration needs to match the land records or a signed lease.

SR’s motion was seconded by JL. Approved unanimously.
  - b. Discussion of draft budget. JL made a motion to approve the fiscal year 2022-23 budget with estimated revenues totaling \$209,050 and expenditures totaling \$206,565, seconded by SS. Approved unanimously.
  - c. Discussion of parking near Norwich Free Academy. JP and KD will contact NFA and invite an NFA representative to attend the PPC meeting on Tuesday, July 11, 2023 to discuss the impact of students parking in the neighborhoods surrounding the school and possible solutions.
7. New business
  - a. None at this time.
8. SR made a motion to adjourn, seconded by JL. Approved unanimously. Meeting adjourned at 5:36 pm.

Joshua A. Pothier  
Comptroller