

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

The Public Parking Commission held a regular meeting on Tuesday, July 11, 2023 in Room 335 of City Hall, 100 Broadway, Norwich, CT 06360.

Agenda Items:

1. Meeting called to order at 5:00 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:
John Salomone, City Manager (**JS**)
Tracey Burto, Alderperson (**TB**)
H. Tucker Braddock, Member (**HTB**)
 - c. Other Present:
Joshua Pothier, Comptroller (**JP**)
Karlene Deal, Collector of Taxes & Revenues (**KD**)
Bill Kenny, resides at 17 Lincoln Ave (**BK**)
Wayne Sheehan, Norwich Free Academy (NFA) Director of Public Safety (**WS**)
Deanna Rhodes, Director of Planning & Neighborhood Services (**DR**)
3. JL determined that there was a quorum after roll call.
4. Public comment
 - a. Bill Kenny is looking for solutions to the parking situation near NFA. He asked whether more parking could be allowed on Williams Street or Sachem Street. He noted that City of Groton has street parking zones near Electric Boat that are paid permit parking only. Could this strategy help manage the student parking situation? He asked whether NFA had a count of the number of students driving to school.

Regarding the 77-91 Main Street project, he commented that the developer should purchase spaces from the City's Main Street Garage and manage the issuance of permits with its residents.

- b. Wayne Sheehan also wants NFA to be "good neighbors" with the City residents. He noted that more students drive themselves to school than previous generations. NFA provides a lot with approximately 50 spaces for seniors only, but that cannot accommodate even all of the seniors. He acknowledges that there have been issues with students littering and illegal parking. He asked whether the City/NFA could manage permits for student parking on public streets with possibly an academic achievement component. He said he could ask about sending out a survey to juniors and seniors about whether they would be interested in paying for a permit.

Most NFA faculty parks on campus, but NFA currently rents some parking space for staff from the Holy Trinity Greek Orthodox Church (247 Washington St.).

He shared an email with notes from a recent meeting with NFA's Student Advisory Board with the following bullet points:

- Not enough available parking. Could any streets be changed from 2 hour parking to allow parking during the school day? Carroll Ave?
- Some students need to drive and can't take a bus because of after school sports and activities so they need to drive and it is not something that can be resolved with just additional bus routes.

- Safety issues parking and walking to campus.
 - Many students get tickets/ better behavior of students near campus/respect for our neighbors.
 - Create a map of safe parking spaces and go over rules with students who drive at the start of the year.
 - Not for the city but for NFA- could parent pickups only be allowed 10 minutes after dismissal so the drivers can leave with less traffic? No parent pickups on campus until 2:20 pm for example.
- c. Deanna Rhodes commented that she had been working with the 77-91 Main Street developer and NCDC Executive Director, Kevin Brown, to identify parking spaces for the future residents of the 42 housing units.

She commented that the City could use improved and consistent signage to direct drivers to public parking locations.

She also said that an Assistant Building Official recently identified issues with the Main Street Garage's joints and stairwell which will need to be addressed in the near future.

5. Reports
 - a. Financial report for the quarter and year ended June 30, 2023. SR made a motion to accept the report as presented, seconded by SS. Approved unanimously.
6. Approval of minutes of preceding meeting
 - a. Review of minutes from the Regular Meeting on May 8, 2023. JL made a motion to accept the minutes as presented, seconded by SR. Approved unanimously.
7. Old business
 - a. Discussion of parking near Norwich Free Academy.

The PPC members discussed this topic for some time and came up with the following questions/ actions to follow up on:

- Ask Police Chief and NFD Chief whether more parking spaces could be accommodated on Williams and Sachem Street.
- Would NFA be interested in renting some additional parking space for students from nearby places of worship?
- Approximately how many NFA students drive to school?
- Ask Corporation Counsel whether there would be anything preventing the PPC and NFA from issuing and managing parking permits for what is currently public street parking?
- Would NFA be interested in providing a shuttle for students to park in the Intermodal Transportation Center?
- Could some of the time-limited spaces on streets like Carroll Ave. and McKinley Ave. be changed to no time limits?

8. New business
 - a. Consideration of addition of "24/7/365 Access" rates for parking lot and covered parking.

The PPC members discussed this 24/7/365 Access concept as it related to the developer of 77-91 Main Street's desire to secure dedicated spaces for its tenants. JP and KD would prefer that the developer lease spaces from the City and then manage the spaces with its tenants. SS asked whether the developer could rent a block of 5 or 10 spaces at first and then increase the block of spaces as its units become occupied.

JL left the meeting at 6:17 pm. As there was no longer a quorum present, the meeting adjourned at 6:17 pm.

Joshua A. Pothier
Comptroller