

Town of Mansfield Parking Steering Committee for Storrs Center

**Special Meeting
Wednesday, January 21, 2015
Mansfield Downtown Partnership Office
23 Royce Circle**

5:00 PM

Minutes

Members Present: Karla Fox (Chair), Alex Marcellino, Ralph Pemberton

Ex-Officio Members Present: John Carrington, Matt Hart, Matt Joyce, Debbie Lastro, and Cynthia van Zelm

1. Call to Order

Chair Karla Fox called the meeting to order at 5:05 pm.

2. Approval of Minutes from June 16, 2014

Ralph Pemberton made a motion to approve the minutes from June 16, 2014. Debbie Lastro seconded the motion. The motion was approved.

3. Remarks from the Chair

Ms. Fox said her impression is that most people are happy with the parking downtown, and advocated moving slowly with any changes.

4. Review and Discussion of Current Parking Enforcement (including potential appeal fee), and Next Steps

Cynthia van Zelm said there continue to be some issues with enforcement which the staff parking team has been discussing for a few months. One of the main issues continues to be the staff time to address ticket appeals in the Resident Trooper's office. She said the new handheld ticketing machine has only been in use since December so it is difficult to measure its effectiveness yet.

Ms. van Zelm said another area that has resulted in several tickets being given out is the loading zone for CVS. She worked with master developer Storrs Center Alliance on improved signage that indicates that the loading zone is in effect from 7 am to noon but there continues to be problems. She said the spaces may need to be cross hatched and used as a loading zone at all times. This will be discussed further with the Town's Traffic Authority in the spring.

Mr. Hart said another idea that was discussed with the parking staff team was charging a fee to a person that loses a ticket appeal. Ms. van Zelm said the City of Hartford Parking Authority has this in place and it has reduced appeals significantly. Ms. Fox expressed concern about the additional fee, and others thought the fee should be minimal if at all. Mr. Hart said he will ask the Town's graduate student intern, Jay Ghassem-Zadeh, to research other communities that may charge such a fee and what the fee is for the denied appeal. Mr. Hart will also ask Mr. Ghassem-Zadeh to research how the Town of Mansfield's parking fees compare to other towns.

There was some discussion on whether appeals can be made in writing first before they are done verbally. *Note: It was confirmed with the Resident Trooper's office that appeals can be made in written format.*

5. Input for Annual Report

Ms. van Zelm said she would be preparing a draft of the annual update of the Parking Management Plan. She said some of the items she would address would be the change from Central to LAZ Parking; the fact that the Community Center has put up signs that parking is for customers only and Price Chopper has put up signs that parking is for customers only and is time limited; and that the parking lease between EdR and the Town has been extended.

Other suggestions from Committee members were to add data about number of tickets and appeals; the opening of the Nash-Zimmer Transportation Center; the temporary closure of Wilbur Cross Way; the new parking lot to serve Phase 2 and the fact that it will be a lot and not a parking deck; an update on handicapped parking and the fact that it is not time limited.

6. Set Quarterly Meeting Dates

The Committee set the following meetings dates for 2015: April 15, July 15, and October 21. All meetings will start at 5 pm in the Partnership office. Ms. van Zelm will send the meeting dates out to the Committee.

7. Public Comment

There was no public comment.

8. Adjourn

Ms. Lastro made a motion to adjourn. Mr. Pemberton seconded the motion. The motion was approved and the meeting adjourned at 5:40 pm.

Minutes taken by Cynthia van Zelm.