



## **Parking Advisory Committee**

Date: August 22, 2019

Time: 8:00 AM – 9:00 AM

Location: 730 Massachusetts Avenue, Town Hall Annex, 2<sup>nd</sup> Floor, Town Manager's Conference Room

### **Minutes**

Members in Attendance: Ali Carter, Daniel Amstutz, Adam Chapdelaine, Linda Butt, Jill Mirak, Howard Muise, Phyllis Marshall, Corey Rateau, John Hurd.

John Hurd introduced himself and noted that he was taking over for Joe Curro as the Select Board representative on the Committee.

1. Approval of Minutes from 07/25/19 meeting.

PAC members voted to approve the minutes of July 25.

2. Update on Arlington Center Sidewalk Project and Broadway Plaza.

Ali Carter said the comments from the committee about Broadway Plaza were forwarded to VHB. VHB has provided the Town with draft construction documents for review. DPCD and DPW staff will be meeting with VHB next week to go over these documents.

Adam Chapdelaine explained that the Town was recently contacted by the Massachusetts Water Resources Authority (MWRA) about a project to replace a pipe that runs directly under Broadway Plaza. They are currently planning to do this work in 2021. Unfortunately, this means the reconstruction of Broadway Plaza will need to be delayed to coordinate with the MWRA project, to reduce disruption of the Plaza space. The Town will encourage the MWRA to complete their project sooner than 2021, if possible. Jill Mirak asked if the rest of the sidewalk repair project could be done sooner. Chapdelaine said that is the plan, although it's safe to say that project won't start this year. Mirak asked about whether a public meeting is needed for this project and when that would happen. Chapdelaine noted a public meeting is necessary. Howard Muise recommended waiting to do the public meeting until closer to the project construction. Chapdelaine noted that a feature of the sidewalk they are discussing with VHB is the inclusion of a decorative trim of stamped concrete that looks like brick. An example of this has been tested on the

pad for the new bicycle racks by the Robbins Library. Daniel Amstutz clarified the limits of the sidewalk repair project in response to a question from a committee member: it is along Mass Ave from approximately Mystic/Pleasant Street to Franklin Street, Broadway from Broadway Plaza to Franklin Street, and Franklin Street between Mass Ave and Broadway. However, the limits go slightly beyond these intersections to pull up all the sections of brick sidewalk in the area, including sections that continue up Alton Street, for example.

### 3. Mobile Parking Payment Update.

Corey Rateau explained that he has been working through some technical hurdles to making it possible to do enforcement of parking for a mobile payment system. He originally thought that the Town would have to buy all new specialized parking enforcement units that would be several thousand dollars each. However, he discovered that it was possible to buy military standard, rugged cell phones through Verizon for only \$200 each, and integrate the parking enforcement software with the new cell phones. He anticipates buying four cell phones to have one as backup. There would be monthly ongoing costs around \$200-\$300 per month for cellular data services. APD would also need to buy new ticket printers, which they need anyway. The upfront cost including equipment, software upgrades, and training is expected to be around \$6,000-\$7,000, much less than he originally expected. It would take about 1-3 months to transition to the new equipment and software.

The committee also discussed how mobile parking payment and parking enforcement would work with the multi-space meters in the parking lots. Rateau was concerned it would be challenging for his officers to enforce this. Carter said this could be discussed with sales reps from vendors to see how it could be handled. Phyllis Marshall noted that it is possible start with mobile payments for the single space meters first and phase into the multi-space meters.

Chapdelaine asked for a vote of the committee to recommend moving forward with the purchase of this new equipment and software to support the usage of mobile parking payments. The committee voted unanimously to recommend this purchase.

### 4. Vote: Purchase Parking Meter Equipment for New Installations on Broadway.

There has been interest from local businesses to install meters on Broadway to encourage vehicle turnover, and the Arlington Center Parking Study recommended the installation of meters on this segment of Broadway. Marshall circulated a quote from IPS for buying new parking meters to be installed on Broadway between Franklin Street and Webster Street. It would cost about \$17,400 to purchase the meters

outright, as opposed to leasing them for several years and paying it off over time. She recommends buying the meters instead of leasing, and to lock in this price they must order them from IPS before October, when the collective procurement agreement through MAPC will be renegotiated. It is unlikely the Town will be able to get a better price after October. For the installation, she is working with IPS to see if the Town can coordinate with the installation schedule for Newton or Brockton, which will be using a contractor to install their own IPS meters in the near term. Amstutz noted that the approval from the Select Board of the Route 87 layover relocation should be done at the same time as the meter install approval, since there would need to be an explanation as to why meters don't get installed in front of Play Time. In a response to a question about the Parking Benefit District (PBD) budget, Chapdelaine explained that this purchase would come out of the larger parking expense budget, not the PBD account.

Chapdelaine asked for a vote of the committee to recommend purchasing the new meter equipment to install meters on Broadway from Franklin Street to Webster Street. The committee voted unanimously to recommend this purchase.

This recommendation and the recommendation to move the Route 87 layover are planned to be brought before the Select Board for approval at their September 9 meeting. Carter noted she will reach out to Play Time in advance of the Select Board meeting.

#### 5. Parking Benefit District Financial Report.

Marshall noted she met with the Comptroller to set up all the PBD accounts. The funds have not been moved to these accounts yet, but she expects to have this done by the next PAC meeting. She circulated a document with the combined multi-space and single space parking meter revenues so far for fiscal year 2020. About \$72,428 has been received, which is comparable to receipts from last year.

Mirak noted that PAC should be thinking ahead to next year about using the PBD funds. Chapdelaine said that staff will look at potential proposals for using this money, which will likely go towards making up the difference in cost for the Arlington Center sidewalk project. Mirak also noted that we should get information from VHB about the construction timeline for the sidewalk project.

#### 6. Correspondence: Petition for striping parking on Mass Ave between Mill Street and Ramsdell Court.

Amstutz explained that staff had received correspondence from a town resident, including a petition, requesting parking stalls be striped on Mass Ave between Mill Street and Ramsdell Court. The reasoning is that

sometimes drivers park in such a way as to reduce the amount of parking available in front of the businesses on this block, which can fit about five or six cars (unstriped). A little less than 100 feet of space is available to stripe parking due to the offset from Mill Street and the presence of a fire hydrant near the corner of Ramsdell Court. Rateau said the length of parking spaces ranges from 20'-22', with 20' being fairly tight for a vehicle 16'-18' long. 22' is preferable in most cases, and if this area was striped it would result in a net loss of spaces; only four could be accommodated. Amstutz noted the petitioner would not be interested in pursuing this if the number of spaces was actually reduced. The PAC was in consensus that the parking should not be striped in this case.

The meeting was adjourned at 9:00 AM. The next Parking Advisory Committee meeting is scheduled for Friday, September 20 at 8:00 AM.