

Eleanor Meyer
John Regan

City of Westfield

OFFICE OF THE PARKING CLERK
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**OFF-STREET PARKING COMMISSION
MONTHLY MEETING
Wednesday, August 19, 2020 meeting, 6:00 P.M.
TELECONFERENCE**

MINUTES

Meeting was called to order at 6:01 PM

Present was: Chairperson Ellie Meyer, Commissioner John Regan and Community Development Director, Peter J. Miller

The next meeting was confirmed for Wednesday, September 16, 2020 at 6:00pm.

Public Participation: NONE

Regular Business:

1. Update from Community Development Director Peter Miller regarding the following:

- a. **OFF-STREET MUNICIPAL PARKING LOTS REPORT:**

Mr. Miller reported that off-street lots are still quiet for the most part. Mr. Miller also reported that the Off-Street Enforcement Officer is currently working and we are selling parking permits to date and we are back to regular business.

Mr. Miller stated that he heard from Westfield State University and there will be no students living at Lansdowne this year.

Mr. Miller reported a couple of businesses that are new downtown. Formerly the Skyline, which is now going to be a Holistic Medicine Shop and formerly JP's Baked Goods, is now Whip City Nutrition. Another business coming forward is

Bentley Billiard's. Mr. Miller stated Council is considering a confirmatory taking of property in that area, which may require Commission action. Mr. Miller reported he is working with the Law Department in regard to this.

Mr. Miller stated that he will be doing a revenue review to see what monies are available in this account to go towards maintenance in the Off-Street Parking lots this year. Mr. Miller reported he has been receiving a lot of complaints with regard to these lots and their appearance with overgrowth of weeds.

Mr. Miller asked that a Motion be made for approximately Eight Thousand Dollars (\$8,000.00) to clean-up lots that require any weeding or other maintenance to be done for Reader Lot 3, Arnold Lot and the Franklin Lot.

Commissioner Regan suggested we do a bid for under \$10,000.00.

Mr. Miller reported that he is thinking about having a contractor for next year to do the clean-up for the lots mentioned above and any others needed with regard to Off-Street Parking lots.

Mr. Miller stated that Garten is only used for trash removal for Off-Street Parking Lots. Garten is paid \$575.00 a month to do the trash removal.

A MOTION was made by Commissioner Meyer seconded by Commissioner Regan, and it was VOTED 2-0 to authorize \$9,900.00 for funds to do weeding and any other maintenance/cleanup in Reader Lot 3, Arnold Lot and the Franklin Lot.

b. Wayfinding Signs Update:

Mr. Miller reported that he recently walked around with Casey Berube to hang the Wayfinding signs. The purpose for the signs is to direct people to said parking lots.

c. Off Street Commission Vacancy Report:

- Mr. Miller stated that we are currently working on a 3rd member to nominate for the Off-Street Commission and is waiting to hear from Mayor Humason on his decision.

2. CENTRAL STREET PARKING LOT.

Commissioner Meyer asked if the Central Street Parking Lot spaces have been marked for the Westfield Police Department.

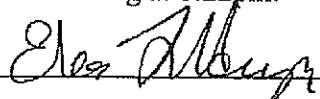
Mr. Miller reported that signs are being ordered to identify police-designated spaces. The City is also considering installation of a new Parking Lot sign as well.

Mr. Miller reported that he is working with the Traffic Commission and Commissioner Matthews-Kane to shut-off through traffic on Central Street to make pedestrian access to Athenaeum safer.

3. **Administrative Business.**

1. Approve Monthly bills

A MOTION was made by Commissioner Meyer Seconded by Commissioner Regan and VOTED to adjourn the meeting at 6:22pm.

SIGNED:  Eleanor Meyer, Chairperson