



*City of Westfield*  
OFFICE OF THE PARKING CLERK

Ellie Meyer  
John Regan  
William Tatro  
Gail Yarmesky  
Matt Emmershy/Council  
Liaison



CITY HALL  
59 COURT STREET, ROOM 300  
WESTFIELD, MA 01085  
(413) 572-6246

**OFF-STREET PARKING COMMISSION  
MONTHLY MEETING  
Wednesday, June 19, 2019 meeting, 6:00 P.M.  
59 Court Street, City Hall, Room 201, Westfield, MA**

**MINUTES**

Meeting was called to order at 6:00 pm

Present was: Chairperson Elli Meyer, Commissioner William Tatro, Commissioner Gail Yarmesky, Commissioner/Council Liaison Matt Emmershy, Community Development Director, Peter J. Miller

Absent: Commissioner John Regan

A MOTION was made by Commissioner Emmershy, seconded by Commissioner Tatro and VOTED to approve the minutes of the April 24, 2019 meeting as presented.

The next meeting was confirmed for Wednesday, July 17, 2019 at 6:00pm.

**Public Participation:** NONE

**Regular Business:**

1. UPDATE FROM THE COMMUNITY DEVELOPMENT DIRECTOR PETER MILLER REGARDING THE FOLLOWING:
  - a. Mr. Miller reported the following:
    - Flower planters have been emptied of litter and appear clean.

- May 12<sup>th</sup> was “Mulch Day” and it was a success with the donation of mulch from Oleksak Lumber. There to help were, Councilor Matt Emmershly, State Representative, John Velis and Patti O’Connor. Mr. Tatro wanted to make sure a Thank you is sent to Oleksak Lumber for their donation.
- Gravel lot has been graded with millings from Washington Street.
- Myers Information Systems purchased parking tickets for the year.
- Mrs. Meyer reported that she has monitored the off-street parking lots and they look good.
- Mr. Miller expressed concern about Franklin Street and the furniture that was left behind by college students. This issue has to be addressed for clean-up and Mr. Emmershly suggested calling Garten.
- Ms. Yarmesky recommended a bid to be put in for September for snow removal.
- Mr. Miller stated that there is \$35,000.00 in the Off-Street revolving account and approximately \$3,000.00 per light pole may be needed. Also, a sign for Reader Lot 1 is in the plan.
- Mr. Miller reported that WRA/RFP will be going out to bid this summer. They are expected to be due in October. Mr. Miller is working with the Mayor on this.
- Mrs. Meyer’s wanted to know if WRA property could be cleaned-up.
- Mr. Miller shared that he is working on the Westfield State University parking permits this month and that this is a work in progress.
- Mr. Emmershly opened discussion relative to following-up with DPW to staffing with regard to the snow pile removal.
- Mr. Miller reported that Wayfinding will be delivered to DPW in one to two weeks.

b. Ordinance discussion relative to Reader.

Mr. Miller reported that it will remain with the name Reader.

**Administrative Business**

1. Approve monthly bills.

Monthly bills were signed and approved.

A MOTION was made by Commissioner Myer's, seconded by Commissioner Tatro and VOTED to adjourn the meeting at 6:24 pm.

SIGNED:  Elli Myer, Chairperson

