



City of Westfield
OFFICE OF THE PARKING CLERK

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



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**OFF-STREET PARKING COMMISSION
MONTHLY MEETING
Wednesday, October 16, 2019 meeting, 6:00 P.M.
59 Court Street, City Hall, Room 201, Westfield, MA**

MINUTES

Meeting was called to order at 6:21 PM

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

Absent: Commissioner Gail Yarmesky

A MOTION was made by Commissioner Emmershy, seconded by Commissioner Tatro and VOTED to approve the minutes of the August 21, 2019 meeting as presented.

The next meeting was confirmed for Wednesday, November 20, 2019 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 the Gravel Lot was cleaned by the DPW. All of the overgrowth was taken out. One tree was left and that was because it is a healthy tree. Also, all light stands and curb stones that were left by the Gas Light District Project have been removed. Because of this, we probably added 30-40 parking spaces.

- Mr. Miller stated that Westfield State is not using the lot and no permits have been purchased.
- Mr. Miller reported that Franklin Street lot is a full lot. Myers Information System employees along with Westfield Bank Loan Center employees utilize this lot for parking. Bill Lemanski has had to ticket some cars because they were trying to create their own parking spaces. In addition, Mr. Miller voiced concerns with issues that may come up when the snow comes. Once we get six inches of snowfall the Franklin Lot will have to be snowplowed and the residents who use this lot will have to move to the Gravel lot until the Franklin Street lot is cleared.
- Mr. Miller reported that we will have a fall clean-up for the lots before Thanksgiving and that Garten will be hired to do this work.
- Mr. Miller reported that Bill Lemanski, the new parking enforcement officer, is doing a great job. Mr. Miller stated, “We are seeing a significant amount of traffic coming into our office to purchase parking permits”.
- Mr. Miller reported that Mr. Lemanski is getting to the Northside in order to enforce the parking at Depot Square.
- Mr. Miller reported that Bentley Billiards owners have been working there and will be going in front of council soon. The CPA committee has recommended funding for \$200,000.00 to help stabilize and maintain the structural integrity of the building. The council has to approve this. Bentley Billiards renovation project budget is estimated at \$700,000.00. This will be a two year project and when complete will have an effect on the Thomas Street Lot in terms of parking.
- Mr. Miller reported with regard to Urban Plans the bids are expected to take place on October 29th. Because of this, we will have to wait and see what happens as this could have a huge impact on parking.
- Mr. Miller stated we still have money set aside for spring construction for Central Street lot.

b. Wayfinding Signs Update.

- Mr. Miller stated that the goal is to have the Wayfinding signs up by winter.

2. Discussion relative to Big Rig/Pumpkin Fest.

- Mr. Miller reported that the Pumpkin Fest/Big Rig was taking place on Saturday, October 19, 2019 and the lot will be closed at 11pm on Friday. Lisa Stow from Gas & Electric will be handling the flow of cars to be parked.


3. Discussion relative to Snow Season Planning 2019-2020.

- Mr. Miller reported that the snow contract is all locked in and prices are the same.

4. Administrative Business.

Monthly bills were signed and approved.

A MOTION was made by Commissioner Tatro Seconded by Commissioner Meyer and VOTED to adjourn the meeting at 6:36pm.

SIGNED:  Elli Meyer, Chairperson