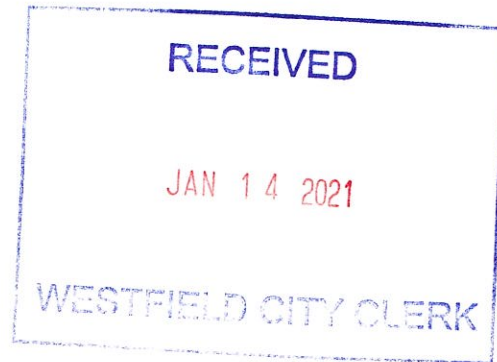




City of Westfield
OFFICE OF THE PARKING CLERK

Eleanor Meyer
John Regan



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

**OFF-STREET PARKING COMMISSION
MONTHLY MEETING
Wednesday, October 21, 2020 meeting, 5:00 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, November 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 stated that he is looking at a plan to clean-up municipal lots and the plan is to get a quote from an outside vendor.

Mr. Miller reported that Reader Lot 3 has had a lot of overgrowth and some surrounding landlords have called to complain about the illegal dumping. DPW did go down to Franklin Street lot to remove the trash.

Mr. Miller mentioned he went down on a weekend day with his son to clean-up one of the lots.

Mr. Miller reported that usage of the lots with Westfield State University students back and businesses opening again has kept the lots busy.

Mr. Miller also reported that in order to keep these lots clean we will need to spend monies from the revolving account for parking permits to continue the maintenance and clean-up that is needed.

Chairperson Meyer inquired to Mr. Miller if the Westfield Technical Academy would be able to do Spring clean-up in the lots. Mr. Miller reported that he would have to speak with Purchasing Dept. to see if we can do this. We would need to also do a menu of specific work needed to give to Westfield Technical Academy and ask for a quote.

Mr. Miller expressed a need to have consistent scheduled clean-up for lots to include some crack sealing and line stripping.

b. Wayfinding Signs Update:

Mr. Miller reported that the Wayfinding signs have been installed and that he would like to continue to add this kind of signage for more 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.

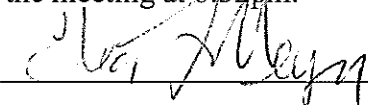
Chairperson Meyer asked if the Central Street Parking Lot spaces have been marked for the Westfield Police Department.

Mr. Miller reported that signs are being ordered to identify police-designated spaces. The DPW will be installing these signs.

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 6:32pm.

SIGNED:  Eleanor Meyer, Chairperson