

**Bayside Parking Ordinance Committee
Meeting Notes 2/29/2020**

Attending: Judy Metcalf, Sandy Hall, Jeffrey Wilt, Dan Webster, Elaine Moss, Deanna Wolfire, Martha Beiser

Additional guests: Gordon Fuller, Janae Novotny, Vicky Matthews

Review of items from previous meetings:

- Vicky Matthews, town liaison for the NVC Board of Overseers, contacted the town of Northport to determine process for making sections of Bay Street and Sea Street one way. Barbara Ashey, the Town Administrator, will need a letter from the Board of Overseers framing the request. She will present it to the road commissioner for review. The final decision will be made by the Board of Selectmen for the Town of Northport. As traffic patterns are really a separate issue from parking, this item will not be included in finalizing the Parking Ordinance and can be handled separately by the Board of Overseers.
- Martha Beiser suggested that we should table further action with the Northport School Committee, and use the already approved overflow parking for July 4th weekend and AIR weekend as a test case. If this usage is successful and embraced by villagers, next winter we could pursue extending the parking permit to encompass all of July and August for selected areas at the school. All agreed that this would be a good resolution.
- Dan suggested that, for clarity, all subsections of the Ruggles Park allowed parking (7.2) will indicate that 'overnight parking is prohibited', except for 7.2.2, which will expressly allow overnight parking. **Action Item:** Dan and Elaine to edit this section to clearly delineate the overnight parking area.
 - o Janae Novotny expressed concern that some cars might be tempted to double-up on head-in parking on the west side of Ruggles Park, causing further ingress into the grassy area. All agreed that part of the waterfront renovations should include some sort of barricade to limit the scope of parking (with a removable section to allow for winter storage of the floats).
- 7.2.3 – **Action item:** Elaine or Dan to add an exception to allow for Northport Yacht Club usage of this area for boat maintenance during the launching and hauling seasons. (Not sure if we reached consensus on this, or if a generic discretionary clause for the Village Agent would cover NYC needs.)
- 7.2.7 – 'Cradle Park' – No consensus was achieved for the correct naming of this area (Cradle Row, Cradle Park or Grove Street). General agreement was that it is called 'Cradle Row' by most residents. Gordon remembered that signage was chosen to indicate 'Cradle Park' to emphasize that it is a NVC publicly owned area, and should be mown by the park groundskeeping company. Tax maps show the area as 'Grove Street'. All agreed that we should use a name which most easily identifies the area.
 - o Dates to remove boats and clear the row for other vehicle parking have yet to be established. Sandy suggested that since the Waterfront Safety Committee already has a rule regarding this area, and the final terms can be resolved by that group. The ordinance references 'as marked and signed', and signage will reflect the Waterfront Safety Committee rule.
- 7.2.8 – Auditorium Park – Any reference to 'the tree line' will be omitted from the final draft, and wording will exactly mirror that shown in the Deed of Gift.

- Judy will request clarification from another property owner (not in Auditorium Park) who claims special parking consideration by deed, to make sure that the ordinance does not conflict with deeded rights.
- **Action Item:** Dan and Elaine to review the ordinance and include a clause granting discretion to the Village Agent in determining appropriate application of the ordinance (e.g., allowing special circumstance exceptions such as Northport Yacht Club boat maintenance in Ruggles Park).

New items:

- 7.3 – No parking of a vehicle on public property for the purpose of displaying the vehicle ‘for sale’ – All agreed that this was a good inclusion; however, we felt that the ordinance should include in definitions what is meant in this document by the term ‘vehicle’. **Action Item:** Elaine will draft another subsection for section 3 (Definitions) to make sure that ‘vehicle’ as used throughout the document refers to motorized vehicles (cars, trucks, buses, motorcycles, both registered and unregistered, boats, and cradles)
- Section 8 – Emergency Removal – Strike ‘Board of Overseers’ from this section, as action on the overseers’ part requires meetings, and Emergency Removal needs to be more immediate. **Action Item:** Elaine/Dan to remove ‘Board of Overseers’ from this section, and leave ‘A police officer or the Village Agent may cause the removal...’
- Section 9 – Handicapped Parking – Sandy asked if there was a state law requiring a certain percentage of public parking to be allocated as handicapped parking, and if this would impact Merrithew Square and Cradle Row. Elaine was familiar with the law and felt that coverage in Ruggles Park and at the Community Hall would be sufficient, but she will check the guidelines to verify. **Action Item:** Elaine to review state law regarding handicapped parking.
 - **Action Item:** 9.2 – Strike the dollar amount of the penalty for misuse of a handicapped parking zone, as the fines are covered in Section 11. (Per Elaine, \$200.00 is the minimum penalty required by state law).
- Section 10 – Enforcement
 - 10.1 **Action Item:** Elaine to change wording as discussed to include the Village Agent as an enforcement official.
 - All subsections approved as written.
- Section 11 – Penalties
 - 11.1 – After discussion and review of other municipalities’ rules, it was agreed that the penalty for parking in front of a fire hydrant or in the fire barn prohibited area should be three times that of the standard penalty (i.e., \$75.00). **Action item:** Dan/Elaine to include this increased amount in this section. **Action item:** Dan to check the Town of Northport ordinances to see if penalties are listed and determine if they should impact our ordinance in any way.
 - Jeffrey wondered if a special subsection would be needed to address ‘abandoned vehicles’. No consensus was reached on this issue.
- Remaining sections were all approved as written.
- Exhibit A – **Action Item:** Elaine to work with a co-worker to provide a clearer annotated tax map (rather than an aerial) to show no parking zones in the Ruggles Park area.

Proposed timetable moving forward:

- March 2: Deadline for Dan/Elaine to provide another edited draft for committee review.
- March 6: Deadline for all committee members to either approve the draft or provide comments requiring another meeting, by email.
- March 15: Next Overseers meeting. At which the draft Ordinance will be presented to the overseers. Committee members are encouraged to attend.

- March 21: If not approved by the overseers, the draft will come back to the committee for further review. Tentative meeting date is March 21 at 8:30 AM.
- March 29: Likely next Overseers Meeting at which a revised Ordinance would be presented, if needed.
- May 23: First public meeting, in the Community Hall, to review proposed Ordinance. This is Memorial Day weekend.
- June 13: Second public meeting, in the Community Hall.
- June 14: Overseers meeting for adoption of the updated Ordinance, for implementation prior to July 4 weekend.
 - o Elaine expressed concern that we could not be ready with appropriate signage by the beginning of July, but Judy felt that we can begin publicizing the revised rules, and enforce as signage becomes available.
 - o Martha suggested that a much shorter 'parking pamphlet' be made available to be supplied to renters to help them understand their options.
 - o Sandy asked about a budget for signs and Cradle Row improvements. Judy said that Bill is working on this, and that there should be sufficient funds in the road budget to cover the requirements of this ordinance.

Meeting ended with special thanks from Judy to all committee members, who have devoted much time and energy to this project.

[Attached to these notes is a current draft ordinance revised to reflect changes discussed during the February 29, 2020 meeting and a redline of the current draft against the draft used for the February 29, 2020 meeting.]