

Ad Hoc Harwich Port Parking Committee  
Small Meeting Room – 732 Main Street, Harwich  
Tuesday, January 8, 2019 – 10:30 am  
Meeting Minutes

Members Present: Alexander Donoghue (Resident Member), John Mahan (Resident Member), Mike Ulrich (Business Member), Cyndi Williams (HCC Executive Director) and Charleen Greenhalgh (Town Planner)

Others Present: Michael MacAskill, Selectman, Bob Cohn and Ralph Porter

Call to Order - Mrs. Greenhalgh called the meeting to order at 10:30 am explaining that this was the committee's first meeting and officers had not yet been established. The committee was amenable to her proceeding with the meeting. She offered to do the minutes for this meeting.

Introductions - The members then introduced themselves.

Election of Officers – Mrs. Greenhalgh opened the floor to nominations for Chair. Mr. Donoghue nominated Mr. Mahan, who declined. Mr. Mahan nominated Mr. Donoghue, it was seconded by Mr. Ulrich, hearing no other nominations, a vote was held to unanimously elect Mr. Donoghue as Chair. Mr. Donoghue allowed Mrs. Greenhalgh to continue overseeing the meeting, he will take over at the next meeting.

Mr. Donoghue nominated Mr. Mahan as Vice-Chair, it was seconded by Ms. Williams, hearing no other nominations, Mrs. Greenhalgh called for a vote and the vote was unanimous to elect Mr. Mahan as Vice-Chair.

Ms. Williams nominated Mrs. Greenhalgh as Clerk, it was seconded by Mr. Ulrich, hearing no other nominations, Mrs. Greenhalgh called for a vote and the vote was unanimous to elect her as Clerk.

Review of Charge - Mrs. Greenhalgh read the Charge of the Committee into the record. "The committee shall explore the most impacted areas of Harwich Port. When studying the scope of the problem, the committee shall give due consideration to stress factors, including seasonal variations in parking patterns, changes to parking patterns in the daytime versus the night and event-driven parking. In the course of considering recommendations, the committee shall explore alternate municipal parking availability throughout all the Villages of Harwich, efficient short term movement of people via vans, trolleys or bus accommodations, bicycling and/or walking from remote parking sites and seasonal parking time limits and/or fees. As part of the problem is caused by the increasing popularity of Harwich Port as a resort and its vibrant dining and shopping options, due consideration must be given to solutions which will not impede such activities but rather make them integrate better into daily life." She read further the Meetings and Recommendations. "The committee shall meet at sufficient intervals to submit a report no later than May 15th of 2019, but shall meet no less than once a month to that end. Periodic status reports shall be made to the Board of Selectmen at no less than 60 days intervals."

What's next? How to proceed – Mrs. Greenhalgh distributed a spreadsheet of the properties within 300 feet of the town parking lot in Harwich Port. This shows which received Site Plans, the parking provided, the parking allowed at the Town Lot, etc.

Mr. Ulrich sees an easy solution with the limited areas available; get employees to park off site, perhaps at Sisson Road. Ms. Williams agreed that employees of businesses are taking up many spaces. She has spoken with a local bus company to explore the shuttling of people from other parking areas. Mr. Ulrich sees the need to speak with employers/business owners. Mr. Donoghue asked if the number of employees is known. Ms. Williams has estimated between 30 and 40.

Mr. Donoghue noted that event and beach parking has been issues for surrounding streets in Harwich Port, Pleasant and Braddock Streets for example. Ms. Williams noted that several businesses have installed “No Parking” signs. She suggested that for events, the Bank Street Beach parking lot could be used in the late afternoons/evenings. Mr. Ulrich expressed that for those living in and around Harwich Port, it is part the experience and charm of living in a village.

Mrs. Greenhalgh noted that overnight parking is also an issue. The town receive calls from renters of properties in Harwich Port where inadequate parking is provided to find out where they can park. Many are parking in the Town lot, which does not allow for overnight parking. Parking should be provided at the rentals. There is also a lot of beach parking at the Town lot. Ms. Williams also noted that various events (such as excursions or other bus trips) are using the Town lot; they should be using the parking provided at Exit 10 off Route 6. This past summer she did advise some of the bus tours about this. Additionally, she said that she and her staff advise people of other beaches and where they should/should not park.

Mr. Mahan stated that this issue beats the alternative. Harwich Port is thriving. He suggested that each committee member create a prioritized list and get it to Mr. Donoghue for the next meeting. A discussion ensued about the various locations that may be available for off-site parking, the Cultural Center, the elementary school, the former Harbor Masters office on Bank, Shaws plaza, to name a few, and shuttle services. There need to be discussion with these various locations, such as the Cultural Center and Monomoy School, to see if these areas really are available for off-site parking.

A brief discussion ensued regarding paid parking. Additionally there was a discussion regarding signage for when/where beaches are full and what beaches are open.

Meeting Schedule – The next meeting will be held at 10:30 am on January 29, 2019. A detailed schedule will be discussed at the next meeting.

Mr. MacAskill asked how the public will be involved. It was suggested that they reach out to Mrs. Greenhalgh if they would like to be on an agenda or if they would like to share information with the Committee.

Next agenda will include, but not be limited to the priority list, the Police Department will be invited, Ms. Williams will meet with Cape Destinations and Harwich Port Businesses, what are other options for off-site parking, who will pay, how many days in the summer.

Adjourn – The meeting adjourned at 11:22am following a unanimous vote on a motion from Mr. Mahan, 2<sup>nd</sup> by Ms. Williams.

Respectfully Submitted – Charleen Greenhalgh  
Adopted: 1-29-19