

Ad Hoc Harwich Port Parking Committee  
Small Meeting Room – 732 Main Street, Harwich  
Monday, April 1, 2019 – 10:30 am  
Meeting Minutes

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

**Member Absent:** Charleen Greenhalgh (Town Planner)

**Others Present:** Ralph Porter and Richard Waystack

Call to Order

*Recording & Taping Notification – As required by law, the Town may audio or video record this meeting. Any person intending to either audio or video record this open session is required to inform the chair. The Committee members introduced themselves.*

Old Business

**Minutes of March 19, 2019**

On a motion from John Mahan, seconded by Mike Ulrich, the Committee voted 4-0 to approve the meeting minutes of March 19, 2019.

**Continued review and discussion of plan/report to the Selectmen, and possible vote to approve.**

The Committee reviewed the report to the Board of Selectmen will present on April 16, 2019.

1. On-Site Parking and Shuttle for Harwich Port Employees: It became clear to the Committee that a number of businesses use the Schoolhouse Road parking lot for their employees. An estimated 30 employee vehicles park long term in this lot in the height of the season. It is the Committees recommendation that parking be provided outside of village, with a shuttle to provide transportation. The Committee looked at several locations, including the Cultural Center on Sisson Road, Saquatucket Harbor and the property known as the Old Harbormaster's Office (aka Old Fire Station). The property that the Committee found to be most logical is the Old Harbormaster's Office located at 203 Bank Street (Map 23/B3), 199 Bank Street (Map 23/B2) and 0 Bank Street (Map 23/B2-1).

In discussions with the Harbormaster, the site should be vacated of all vehicles, trailers and boats by May 20, 2019. A quick estimate of this area, which would not require any removal of vegetation or the building at this time, could yield approximately 35 parking spaces.

Ms. Williams has met with members of the Chamber to determine the interest that businesses have in participating in a shuttle program. Discussed about having businesses support financially.

If a shuttle is available, parking passes for employees would be needed (parking tags to hang from rear view mirrors is an option) and an area would be set aside for parking for those seeking to visit the adjoining conservation land.

Line painting within the Bank Street properties is recommended so as to provide well established and defined parking spaces; otherwise parking would be haphazard. A funding source would need to be identified.

2. Continued "No Parking" Signs on Side Street for Large Events: The Committee supports the continued efforts by the Police Department to limit parking along side streets during large event in Harwich Port.

3. Restriction of Hours for Parking in Schoolhouse Road Lot and Associated Signage: The Committee recommends a limit of 2 hours for parking daily from 9 am to 5 pm. Signage to this affect would also be required. A “P” sign with the hour restrictions should also be included at each entrance into the Schoolhouse Road Parking Lot (at Route 28 and Pleasant Street), as well as the entrance to the newer parking area (TDBank).

Additionally, signage on Route 28 as you enter into Harwich Port village from the east and west is needed to better identify the Schoolhouse Road Lot. A simple “P” sign with arrows would suffice.

4. RFP for Additional Parking Opportunities: The TDBank Parking partnership that was done a couple of years ago was a great example. Perhaps an RFP to explore other parking opportunities would be an option.

This is a year of educating the town is busier and that’s a good thing. The shuttle won’t happen this year maybe carpooling.

On a Motion from John Mahan, seconded by Mike Ulrich, the Committee voted unanimously to forward the report to the Board of Selectmen.

### **New Business**

**Future Meeting dates:** April 16, 2019 meeting with Board of Selectmen – Tentative  
Next Meeting April 30, 2019 10:30am

The meeting adjourned at 11:25am on a motion from John Mahan, seconded by Mike Ulrich, so voted unanimously.

Respectfully Submitted,

Cyndi Williams  
Adopted: April 30, 2019