

**MEMORANDUM**

**To:** Jonathan Freedman, Chair, Select Board  
**FROM:** Jamie Errickson, Deputy Town Administrator, Operations  
**CC:** Robert Rooney, Acting Town Administrator  
**DATE:** January 8, 2020  
**RE:** **Commuter Parking Fees 2021**

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For many years, the Town has leased a lot along South Avenue from Roman Catholic Archbishop of Boston for use as a parking lot for commuters utilizing the MBTA Commuter Rail from the Natick Center Station. When combined with designated on-street spaces, this lease provides the Town with 102 possible parking spots for commuter parking, including 94 parking spots in the actual lot and 8 parking spots along South Avenue. Currently, there are no assigned parking spots for permit holders, but during a typical year the Town sells enough parking permits to fill the spaces on a daily basis, with a waiting list of people seeking permits. Per the terms of the lease agreement, the Town is responsible for clearing snow and ice from the premises, and has some liability if someone were to slip and fall on the premises.

Calendar year 2021 will not be a typical year and the Town is already seeing significantly reduced demand for commuter parking due to the COVID-19 pandemic. In an effort to address this but still provide the commuter parking amenity, the Town negotiated a reduced, one-year extension to the terms of the lease with the Archdiocese for the South Avenue lot. The lease cost for calendar year 2021 is \$24,000.00 (reduced from approximately \$58,000 in 2020).

Below are the estimated expenses related to running the commuter parking program for 2021:

|                                                                                                         |                    |
|---------------------------------------------------------------------------------------------------------|--------------------|
| Calendar year lease cost between the Town and Archbishop                                                | \$24,000.00        |
| Estimated annual cost to plow permitted spots<br>(based upon an estimate of 20-24 storm event per year) | \$14,000.00        |
| Administrative cost<br>(includes Town insurance, staff time, enforcement, & miscellaneous)              | \$10,000.00        |
| <b>Total Estimated Cost:</b>                                                                            | <b>\$48,000.00</b> |

The commuter parking rates for calendar year 2020 were \$830 annually for Natick residents and \$1,200 for non-residents. The Town does provide monthly pro-rated rates when a pass is returned or purchased part way through the year. Given demand in years past, permits were typically only sold to residents, and a waiting list was maintained for any turnover of passes. Given the anticipated reduced

demand for most, if not all, of calendar year 2021, but the need to still pay costs to provide commuter parking as outlined above, making significant adjustments to the parking permit program at this time is not recommended.

With this in mind, Town Administration recommends making no change to the cost of commuter parking permits for the 2021 calendar year, keeping the annual commuter parking rates at \$830 for Natick residents and \$1,200 for non-residents.

Please note that Town Staff is exploring the utilization of the new parking pay system as an alternative way to offer commuter parking amenities in Natick Center and generate some revenue for calendar year 2021. Depending on demand of parking permits and impacts from the ongoing pandemic, Staff may return to the Select Board to review these options and set additional/alternative parking rates to commuter parking for 2021.