

# Town of Meredith - Administrative Regulation

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Revision Date: 02/17/2016                      Supersedes:  
Approved By: Phillip L. Warren, Jr.

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## **SUBJECT: TOWN HALL AND ANNEX EMPLOYEE PARKING**

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### **I. Purpose**

To ensure that town employees are aware of the areas that are available for parking when working at or visiting the Town Hall or Annex during the workday.

### **II. Policy**

- Parking is available for town employees during the workday in the parking lot behind the First Congregational Church. Parking is also available in the town-owned parking lots behind Community Park and the Cavalry Church.
- Under no circumstance shall town employees park in the parking spots on Main Street while working, for any time period, for any reason. Parking spaces on Main Street are intended for customers and visitors to the businesses and buildings on Main Street.
- Under no circumstance shall town employees park in the parking spaces behind the First Congregational Church labeled “Church Parking Only”, while working, for any reason or time period. This parking lot is not owned by the town, the church grants use to the town for employee and Town Hall parking.
- Employees who visit the Town Hall or Annex while on duty are encouraged to park in the aforesaid lots and not the Annex parking lot – parking there is limited, and is intended for customers of the Town Hall and Annex.
- Consistent with Section 29-34 of the Meredith Town Ordinance, parking on Highland Street for Town Hall use only is allowed on Highland Street (east side), starting from the face of the curb on the north side of Main Street, extending northerly for 116 feet. Employees who visit the Town Hall during the workday may use this area for short visits or deliveries to the Town Hall or Annex.

Phillip L. Warren, Jr.  
Town Manager  
2-17-2016