

DERBY MUNICIPAL PARKING AUTHORITY

Minutes

(meeting taped)

Monthly meeting: Wednesday, March 19, 2008 in the Derby Municipal Parking Garage Office.

Meeting was called to order at 6:32 p.m.

By roll call, members present: John Dorosh, Jack Moran, Anthony Szewczyk and Delphine Krezel. Joseph Moore was excused.

Also present – Parking Authority Director Leo Moscato and Bookkeeper Lynette Esposito.

Without objection the following was added to the agenda:

- Connecticut Main Street Workshop
- Paintwork for the interior of the garage
- Executive session

Public Portion: Anita Coscia of 10 Talmadge Street, Derby and owner of Sunflower Dental of 69 Elizabeth Street received notice dated February 15, 2008 for outstanding tickets dating 1998 and 1999. At the time the Parking Authority was not as good as it is today and when you approached the Authority with the ticket they would say “no problem, we’ll take care of it”. She indicated that she was aware of a ticket her husband received in 1998 that he took action on by sending a letter dated 6/25/98 to then Director Dorso stating that the meter was jammed. Mr. Moore, Chairman of the Authority at that time, sent them a protest form and invited him to the next meeting of the Authority in August. Those tickets were wiped out. She was uncertain of the Statute of Limitations but she understood them to be one year per General Statutes Ch 926 Sec 52-585. She questioned the legality and morality of sending these outstanding debt notices when such a long period of time had passed and as the Authority was not a continuous authority from 1998 through today. She felt that the current Authority is trying to do a good job and business owners are happy that meters are going in because there would be a worse problem. She did feel that going back to 1998 is an abuse of power. Any collection of fines past one year is unethical and she was very upset with the action.

Mr. Moscato indicated that he understood that under scofflaw there is no statute of limitations. Notices were sent by Complus, the firm handling the management of said tickets. Due to the inconsistency of the management of the Authority in the past, this action will provide for an accountability of the records. The action was taken so as to clear past records so the process can move forward. He has received phone calls and some vehicle owners have presented receipts, others have acknowledged the outstanding debt and have sent payment. The notices sent for previous years are the final notices on those fines. Practice moving forward will be to yearly send notices of outstanding fines likely going back for up to five years.

Ms. Coscia indicated that even if sending the bills is allowed, she questioned should the Authority send them. As a business owner and resident she questioned whether the Authority was tilting toward an abuse of power.

Mr. Moscato indicated that the resolution of the past fines is necessary as the amount owed is substantial, any business would move forward in similar fashion to close the books on past years. Certainly, anyone receiving a notice can review the issue with the Authority to reach a resolution to the issue. Chairman Dorosh concurred and encouraged Ms. Coscia to speak with Mr. Moscato to work out this issue.

No one else was present and the public portion was closed.

Review of minutes: Motion was made by Delphine Krezel and second by Jack Moran. Move to approve the minutes of February 13, 2008, as written. Motion carried unanimously.

Financial Report: The monthly finance report was reviewed. Ms. Esposito noted that the final notices have brought in \$4765 as of today and that the report reflects only to February 29th. Also, the yearly lease (\$24,346.08) was paid in February resulting in a net loss for the month. Members questioned whether the lease should be distributed over the twelve month period but this was felt unnecessary. Income from the meters is placed in a MM account each month so as to cover the lease payment when it comes due. Income from July 1st through March 3rd from the meters totaled \$20,170.

Motion was made by Anthony Szewczyk and second by Delphine Krezel. Move to approve the Finance Report, as received. Motion carried unanimously.

Director's Report: Mr. Moscato reported meter collection from February 26th to March 18th totaled \$1830. In February, 601 tickets were issued. All leases are paid to date. Lifetouch will be ending use of the lower lot at the end of June.

The electrician has added a lighting fixture in the dark corner of the lower level and he has replaced the exhaust fan in the women's restroom. The battery jump pack authorized a few months ago has been used twice since it was purchased.

Mr. Moscato stated that Spiegel and Zamecnik & Shah have received the garage building drawings and the URS 2003 report. The firm are specialists in structural engineering. The Authority will be soliciting the cost of services for the necessary tests. Mr. Szewczyk was confident with their expertise. Walsh Fencing will be installing the new meters by April 1st.

Mr. Moscato presented a proposal to power-wash and paint the cinderblock walls in the garage. Painting them a bright white will brighten the area considerably. He indicated that after the painting is done will be the appropriate time to install the directional signs approved last month. This will be discussed further in the meeting.

Sheila O'Malley brought to Mr. Moscato's attention a workshop that will provide an overview of parking issues. Members of authorities from all over the State will be in attendance. This matter will be discussed further in the meeting.

Motion was made by Anthony Szewczyk and second by Jack Moran. Move to accept the director's report. Motion carried unanimously.

Purchase FCC license and 2 way radios Mr. Moscato stated that the agent's who are doing the patrol of the meters are out of contact with anyone at times and should a problem arise they have no recourse. Consideration was given to exploring police radios but this did not seem viable. Mr. Moscato researched a radio system that would provide them communication within the downtown area. He presented a quote from Day Wireless Systems of Milwaukie, Oregon in the amount of \$1,675.00 for the purchase of (3) Motorola 4 watt portable radios including rechargeable battery, charger, belt clip and two year warranty, programming and FCC license for 5 frequencies for a term of ten years. One unit would remain at the garage and the agents will be able to communicate with them should they need assistance.

Motion was made by Anthony Szewczyk and second by Delphine Krezel. Move to authorize the purchase the portable radios, as presented from Day Wireless Systems in the amount of \$1,675.00. Motion carried unanimously.

Connecticut Main Street Workshop: A Downtown Revitalization Institute Workshop is scheduled for April 25, 2008 in West Hartford, CT from 8:30 a.m. to 4:00 p.m. The presentations will include (1) an overview of the principles of exemplary urban design including the critical aspect of integrated parking and wayfinding systems, (2) case studies illustrating the pros and cons of various parking solutions, (3) a case study featuring a managed parking system in a traditional downtown and (4) a self-guided walking tour of West Hartford Center. The workshop is open to all city agencies throughout the state and this would be a good opportunity to explore aspects of parking as it relates to the City. The cost is \$95.00 per person and Mr. Moscato and Mr. DeCarlo would like to attend. Mr. Moscato also suggested a lunch allowance of 12.00 per person and fuel cost reimbursement.

Motion was made by Anthony Szewczyk and second by Jack Moran. Move to authorize Mr. Moscato and Mr. DeCarlo to attend the Downtown Revitalization Institute Workshop on April 25, 2008 with the cost of registration, food and fuel, as stated, to be paid by the Authority. Motion carried unanimously.

Old Business: Nothing was presented.

New Business: Mr. Moscato stated that a digital camera has been purchased and the agents have been taking pictures of violations in conjunction with the issuance of a ticket for such incidents involving crosswalks, hydrants, corners, handicapped spaces, etc. This is proving quite effective because if the ticket is disputed, the picture supports the agent's decision.

Mr. Moscato has been contacting the various agencies that have materials stored at the garage. Board of Education and the Building Department have been moving their materials. He is also removing some old materials such as the old booth and other scrap materials that have accumulated over the years. He will be exploring how to dispose of the old voting machines that are no longer being used by the city.

Executive Session: Motion was made by Jack Moran and second by Delphine Krezel. Move to enter into executive session at 7:25 p.m. for the purpose of discussing personnel matters with Mr. Moscato invited to attend. Motion carried unanimously.

Without objection the meeting reconvened at 7:45 p.m.

Motion was made by Anthony Szewczyk and second by Delphine Krezel. Move to approve the wage increase of fifty cents (.50) per hour for each employee effective with the next pay period. Motion carried unanimously.

Motion was made by Anthony Szewczyk and second by Jack Moran. Move to adjourn the meeting at 7:46 p.m. Motion carried unanimously.

Respectfully prepared,
Karen Kemmesies, recording secretary

"These minutes are subject to the Authority's approval at their next scheduled meeting."