

# DERBY MUNICIPAL PARKING AUTHORITY

## Minutes

(meeting taped)

Monthly meeting: Tuesday, August 20, 2008 in the Derby Municipal Parking Garage Office.

Meeting was called to order at 6:35 p.m.

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

Also present – Parking Authority Director Leo Moscato.

Motion was made by Delphine Krezel and second by Anthony Szewczyk. Move to add executive session to the agenda. Motion carried unanimously.

Approval of minutes: Motion was made by Delphine Krezel and second by Anthony Szewczyk. Move to approve the June 18, 2008 minutes, with a correction on page 1 under roll call, it should read Anthony Szewczyk. Motion carried unanimously.

Public Portion: No one was present and the public portion was closed.

Financial Statement: Members reviewed the report. Mr. Moscato noted that since the report was prepared a deposit was made to the checking and the current figure as of August 19<sup>th</sup> is \$32,318.21. He pointed out the money market account at Naugatuck Savings and Loan is performing well. As engineering fees will be incurred in the near future for the testing, members suggested that the fees be drawn from the account that is offering the lowest interest income.

Motion was made by Anthony Szewczyk and second by Delphine Krezel. Move to accept the financial statement, as presented. Motion carried unanimously.

Directors Report: Mr. Moscato reported that meter collection was done at varying intervals due to employee vacation schedules and thus the difference in the collection amounts. He estimates that meter revenue is averaging \$2,400 every two weeks. He indicated that the heavier ticketing of vehicles occurs in the morning hours with a total of 244 in the morning and 99 in the afternoon for the month of July.

All leases are paid to date. Hill Health is now paying the monthly fee for 11 spaces. Lifetouch has closed and fees will no longer be received from them. The Post Office lease is up for renewal and will be discussed in executive session. Everything in the garage is going very well.

Mr. Moscato has been available to the personnel doing the engineering work and as such, his hours have increased during this period. Generally, he works 20-25 hours and with this work he is averaging closer to 40 hours. Members agreed that he should be paid for the extended time spent on this project. The work is progressing and should be 2-3 weeks to complete. Mr. Moscato felt that the report should be delivered towards the beginning of October.

Motion was made by Anthony Szewczyk and second by Delphine Krezel. Move to accept the Director's Report. Motion carried unanimously.

Accept Caridi resignation – Hire McManus and Minardi: Mr. Anthony Caridi presented his letter of retirement (on file at garage office) effective August 1, 2008.

*“Dear Leo:*

*It is with deep regret I inform you that I must retire from the Derby Parking Authority. Many thanks to you, board members and fellow employees for all the consideration extended to me.*

*Respectfully, Tony Caridi”*

Motion was made by Joseph Moore and second by Anthony Szewczyk. Move to accept with regret the retirement of Anthony Caridi. Motion carried unanimously.

Mr. Moscato indicated that Charlie McManus has been hired to cover the 11-3 position replacing Mr. Caridi and Vincent Minardi has been hired to fill in where needed.

Motion was made by Anthony Szewczyk and second by Delphine Krezel. Move to hire Charlie McManus to work during the 11am to 3pm shift. Motion carried unanimously.

Motion was made by Anthony Szewczyk and second by Delphine Krezel. Move to hire Vincent Minardi to serve as booth personnel as a fill in person. Motion carried unanimously.

It was noted that he will be trained by current staffer Mark Anthony Izzo and he has received a uniform.

Old Business: It was noted for the record that the bid waiver was granted and the engineer is moving forward. Regarding the resident parking, Mr. Moscato understood that the Police Department handles that program and has installed the signs. He noted that permit stickers have been provided so the resident will not be ticketed. It was noted that the resident parking by the Hospital is also overseen by the Police Department.

Mr. Moscato continues to communicate with the State regarding the Courthouse parking lease unit fee.

New Business: Mr. Moscato suggested that the nighttime fee be increased to \$3.00 from the current \$2.00 charge. Members discussed the fees and the overhead of the garage. Consideration was given to going higher as rates in the area for garages are higher.

Motion was made by Joseph Moore and second by Delphine Krezel. Move to raise the nightly charge to \$3.00 effective September 1, 2008 with it stipulated that the increase will be posted in advance of the change. Motion carried unanimously.

Executive session: Motion was made by Anthony Szewczyk and second by Delphine Krezel. Move to enter into executive session at 7:10 p.m. for the purpose of discussion on the leasing fees for the USPS for the lease period from 2010 to 2015. Motion carried unanimously.

Motion was made by Anthony Szewczyk and second by Delphine Krezel. Move to return to regular session at 7:18 p.m. Motion carried unanimously.

Motion was made by Delphine Krezel and second by Anthony Szewczyk. Move to authorize Leo Moscato to continue negotiations with the USPS for their lease agreement for the period from 2010 to 2015. Motion carried unanimously.

Mr. Szewczyk noted that the garage will have some publicity in the next few days. A couple from California came to Derby and will be embarking on a boat from Derby to Galveston, Texas. They will be storing their trailer in the parking garage during their trip, paying the rent of the space until they return to retrieve the trailer.

Motion was made by Anthony Szewczyk and second by Delphine Krezel. Move to adjourn the meeting at 7:22 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."*