

# DERBY MUNICIPAL PARKING AUTHORITY

## Minutes

(meeting taped)

Monthly meeting: Wednesday September 8, 2010 in the Derby Municipal Parking Garage Office.

Meeting was called to order at 6:30 p.m.

By roll call, members present: Joseph Moore, Jack Moran, Delphine Krezel and Anthony Szewczyk. John Dorosh was excused. Without objection, Mr. Moore served as chair.

Also present – Parking Authority Director Leo Moscato.

Approval of minutes: Motion was made by Anthony Szewczyk and second by Jack Moran. Move to accept the minutes of August 11, 2010, as written. Motion carried unanimously.

Public Portion: Daniel R. Waleski of 23 Elm Street, Derby, CT. expressed his interest in downtown redevelopment and indicated that the parking garage was integral in the process, in this age of vehicular transportation.

No one else came forward and the public portion was closed.

Financial Statement: Members reviewed the August report (attached). Mr. Moran questioned the casual labor. This was for police services during the fireworks. The phone bills were reviewed. It was noted that the director's cell phone with Sprint was cancelled resulting in an early termination charge. Property maintenance was for resetting meters into the sidewalk after they had been struck.

Motion was made by Jack Moran and second by Anthony Szewczyk. Move to accept the financial statements, as presented. Motion carried unanimously.

Directors Report: Mr. Moscato's August report was submitted (attached).

A fruit basket was sent to Mrs. Caridi to express sympathy for the passing of past employee Anthony Caridi.

Meter collection was reported, August 17 - \$3,342.68, August 30 - \$2,264.01. The car counts report for August – 10,175 vehicles. For the fireman's benefit at Archie Moore's there were 80 vehicles that parked free in the garage.

Tickets issued in August – 391. Appeals – 9 - all denied.

Mr. Moscato purchased coin bags for the bank deposits and a batch of tickets. He purchased the volume amount of tickets as a smaller amount would be far more costly. The hard drive on the computer was replaced as the existing one was failing. He had to bring in Amano to transfer the software for the gate control system.

Mr. Moscato called Herman Szecker to request a structural review of the garage. No appointment has been scheduled as of yet. Members questioned whether Mr. Szecker would be the engineer of record being that he is now consulting for another firm. Mr. Moscato will speak with him and report to the members.

There are 16 potholes identified in the garage as needing attention. Members encouraged Mr. Moscato to research cost estimates.

Elizabeth Street has recently been repaved. The surface will be painted in the next week. Mr. Moscato will monitor to make sure that the lines correspond to the meters.

A letter of resignation was submitted from Lynette Esposito, bookkeeper. Her last day will be September 30<sup>th</sup>.

Mr. Moscato noted that a requisition for reimbursement of his cell phone expense is being held. He stated that he is using his personal cell phone and is submitting 50% of the monthly cost. He stated that he is often called and feels that his accessibility is needed for the garage. The matter was continued to new business.

It was noted that Martha Hinkson should be returning in the next two weeks after she receives approval from her physician.

Motion was made by Anthony Szewczyk and second by Delphine Krezel. Move to accept the director's report, as submitted. Motion carried unanimously.

#### Old and New Business:

Regarding the potholes, members discussed how the repairs should be done. Previously, the deteriorated areas were cleaned out and a coating on the rebar was applied prior to pouring new cement. Mr. Moscato will try to speak with the engineer to see how they should be addressed.

Per correspondence from the Mayor's office, there will be an event on the Greenway on October 3<sup>rd</sup> from 6:30 am to 11:30 am. The Riverwalk/Wheel Walkathon has asked for use of the garage.

Motion made by Anthony Szewczyk and second by Jack Moran. Move to allow the use of the garage on October 3, 2010 for the Riverwalk/Wheel Walkathon. Motion carried unanimously.

The matter of the cell phone reimbursement was discussed. Members were unaware the reason why Mr. Dorosh had held the requisition. Members noted that Mr. Moscato had received a reimbursement in June. Mr. Moscato indicated that the expense is lower than what the Authority was paying when they paid for his cell phone. Members asked if Mr. Moscato would provide a copy of his bill. He indicated that he did not feel it was necessary. He is presenting a flat fee for the use of his personal phone.

Motion made by Anthony Szewczyk and second by Delphine Krezel. Move to authorize the payment of \$97.50 to Leo Moscato for cell phone usage of his personal phone in July. Motion carried unanimously.

Mr. Moscato presented a proposal to add meters around the Griffin Hospital. He indicated that he had cursory conversations with the Mayor. He explained that there are 34 spaces around the hospital with good potential to meter. He estimated that the potential income could be \$30,000 annually. Initial investment would be approximately \$12,750. The current enforcement officers could cover this additional area. Possibly a used vehicle could be purchased for them to travel back and forth. Members discussed the issue. They felt that a conversation should be held with Griffin Hospital and the effect on the hospital's employees should be assessed. They felt that the schedule of enforcement should be determined. It was questioned whether spaces on Seymour Avenue would require state approval as this is a state road. The authority on Division Street was also questioned. Other considerations included the potential increase of Parking Authority staffing and potential cost for the transportation being suggested. Members wondered if

the matter needed to be presented to the Board of Alderman and/or the Traffic Authority for approval. The matter was continued to next month.

Mr. Moscato noted that there are spaces on Minerva Street that do not have meters, the area from below the green down to City Hall. He asked that the members consider adding meters to these spaces.

Motion was made by Anthony Szewczyk and second by Delphine Krezel. Move that the meeting be adjourned at 7:45 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."*