

DERBY MUNICIPAL PARKING AUTHORITY

Minutes

(meeting taped)

Monthly meeting: Wednesday October 12, 2011 in the Derby Municipal Parking Garage Office.

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

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

Parking Authority Director Leo Moscato and bookkeeper Angela Borrelli were present.

PUBLIC PORTION:

No one came forward and the public portion was closed.

Motion made by Delphine Krezel and second by Anthony Szewczyk. Move to go out of order on the agenda and entertain discussion on item 8a – Snow Plowing and Removal. Motion carried unanimously.

OLD BUSINESS: - a.) snow plowing and removal specifications.

Gene DiGiovanni Jr. of 77 Eighth Street, Derby, CT 06418 from DiGiovanni & Sons (address: P.O. Box 408 Seymour, CT, 06483), was present to answer any questions regarding the proposal (attached) he presented. He indicates that he is holding his prices as of the 1/19/11 contract and will submit a new proposal dated 10/10/11 reflecting said pricing. He stated that the process went very well last year. He was in contact with the director prior to each storm event. He was provided an access card for the gate and would clear the snow fall, as needed. He explained that during a lingering storm event that may extend over many hours, the 1-3 inch plowing charge is related to the amount of snow that has fallen, not to the number of times that the garage was plowed. During the lingering type storm, which begins in the daytime, the garage has to be plowed multiple times. The product used for sanding is calcium chloride, not salt as calcium chloride is concrete friendly and safe. The product is charged per application and the application is dependent on the conditions. If the surface appears slippery, there could be multiple applications during a lingering storm event. He noted that if the event is during the overnight hours they will use their judgment on whether to apply the product with assurances that the garage will be properly plowed and sanded prior to the morning activity. He explained that he uses the services of Accuweather to tell him the snow depth for each event. For instance, if the service stated that Derby received 5.9 inches of snow then he would bill for the 3-6 inch charge no matter how many times he has performed the plowing that day. He plows the roof area and the front driveway. He explained that if an event is more than 12 inches then he charges the 12 inch charge of \$500.00 plus an additional \$100.00 for each inch over the 12 inches. Snow removal is done upon request from the director and is charged on an hourly rate with charges for use of loader with driver, dump truck with driver, additional truck and additional laborer(s). He would provide the director with a cost estimate prior to the start of the removal providing the information on the equipment that will be used as well as the amount of time that would be needed.

Members reviewed his quote as well as the other proposal received from F. Pepe Construction Co., LLC. Mr. Moore noted that he would need an updated contract from Mr. DiGiovanni and he requested a certificate of insurance.

APPROVAL OF MINUTES: Motion was made by Anthony Szewczyk and second by Jack Moran. Move to accept the minutes of September 14, 2011 as written. Motion carried unanimously.

FINANCIAL STATEMENT: Members reviewed the September reports. Members confirmed that there is a new electric generation supplier and that their charges are included in the UI billing. Mr. Moran questioned whether there is an explanation for the charges from Complus. Mr. Moscato indicated that there is a breakdown and he could provide that information. The charge from Calvert was for lock changes made as per the Fire Marshall. Under misc expenses, the Asurion charge for 99.00 was for the director's phone that was broken when he accidentally dropped it. He indicated that he has reimbursed this amount to the Authority.

Motion was made by Delphine Krezel and second by Anthony Szewczyk. Move to accept the financial statements for September 2011. Motion carried unanimously.

DIRECTORS REPORT: Mr. Moscato's September report was submitted (attached).
Meter collection - \$2,491.78 and \$2,384.92 for a total of \$4,876.70.

The car counts reports for September - 10,313 vehicles.

Tickets issued - 239.

Appeals – 6, (denied - 4, approved – 2). Approvals were granted as the director determined that the meter had a yellow flag indicating a possible low battery malfunction.

McDermott Electrical repaired the damaged lighting fixtures in the lower and top levels. It was questioned whether this damage could be covered by insurance. Mr. Moscato indicated that there were a few fixtures damaged by Hurricane Irene but the bulk of the damage was due to deterioration of the system due to age and water penetration causing rusting and rot.

Mr. Moscato presented a letter from tenant Darcy Green regarding damage to her car from rust dripping onto the soft top of her Jeep. Ms. Krezel suggested approaching Corporation Counsel to see if the Authority can post disclaimers stating that the Authority is not responsible for damage to a vehicle parked in the garage. Mr. Moscato noted that a clause in the tenant agreement speaks to maintenance of the garage. Mr. Moore indicated that he would speak to Corporation Counsel and seek direction regarding this matter and the suggested signage. He asked that the director get a quote on the cost to repair the tenant's vehicle.

Mr. Moscato indicated that the insurance company for the vehicle that damaged signs in the entrance of the garage will be reimbursing the costs for the repairs to said signs.

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

OLD BUSINESS:

Discussed earlier in the meeting.

NEW BUSINESS:

Members reviewed the proposals for snow plowing and removal.

Motion made by Jack Moran and second by Delphine Krezel. Move to award the contract for snow plowing and removal to DiGiovanni & Sons with it stipulated that an updated contract will be provided

with costs as detailed in the 1/19/2011 contract, with a certificate of insurance and authorization for the director to execute said contract once all documents are received and deemed accurate and complete. Motion carried unanimously.

Mr. Szewczyk indicated that he has heard requests from senior citizens asking to be allowed to park inside the garage at times of inclement weather rather than on the roof. Mr. Moscato indicated that he has not received any complaints. Generally, the seniors park nearest to the elevator on every level. There is no special parking; it is a first come, first serve basis. Ms. Krezel noted that she was surprised that they were coming out in bad weather and encouraged them to take care and possibly refrain from travel during bad weather.

Mr. Moscato questioned whether there has been any further discussions regarding capital funding. Members also questioned whether it would be possible to pursue a construction loan based on the projected incomes from the Authority with possible City participation in a smaller portion of the expense. Mr. Moore indicated that he is continuing to pursue all avenues for funding.

Mr. Moore noted that Public Works Director Ron. Culmo has advised him that the State has completed the clean up of the debris accumulated from Hurricane Irene that was temporarily placed in the Caroline Street lot.

Motion was made by Jack Moran and second by Delphine Krezel. Move that the meeting be adjourned at 7:28 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."