

DERBY MUNICIPAL PARKING AUTHORITY

Minutes

(meeting taped)

Monthly meeting: Wednesday November 9, 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, Jack Moran and Anthony Szewczyk. John Dorosh and Delphine Krezel were excused.

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

PUBLIC PORTION:

No one came forward and the public portion was closed.

APPROVAL OF MINUTES: Motion was made by Anthony Szewczyk and second by Jack Moran. Move to table acceptance of the minutes of October 12, 2011. Motion carried unanimously.

DIRECTORS REPORT: Mr. Moscato's October report was submitted (attached).
Meter collection - \$2,187.06 and \$2,099.96 for a total of \$4,287.02.

The car counts reports for October – 11,103 vehicles.

Tickets issued - 195. Note that Marta was on vacation for three weeks.

Appeals – 3, all denied.

Mr. Moscato reviewed the claim from Darcy Green. Cost to replace soft top - \$ 279.99, cost for compounding and detailing the finish of the vehicle - \$ 140.00. The matter will be discussed under old business.

Mr. Moscato indicated that the insurance company for the vehicle that damaged signs in the entrance of the garage has sent payment. Signs Unlimited will be replacing the signs.

The work on the courthouse is done and the meters have been put back in service. A handicapped sign will be installed.

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

FINANCIAL STATEMENT: Members reviewed the October reports. Mr. Moran noted the finance charges for Staples in the amount of \$8.23. Mr. Moscato indicated that the City's Finance Department processes the payments and there are delays. Mr. Moscato explained that the casual labor expense in the amount of \$14.05 is for mileage reimbursement for his trips to the bank. He indicated that Dunbar only takes the coins to the bank and he brings the checks and other revenue deposits.

Mr. Moscato noted that there is an ongoing problem with the electrical system in the garage. The wiring in the conduit is corroded. As a result, the electrician is being called in more frequently to deal with the problems and these repairs costs are escalating and impacting the Authority's profit margin.

Motion was made by Jack Moran and second by Anthony Szewczyk. Move to accept the financial statements for October 2011. Motion carried unanimously.

OLD BUSINESS:

Mr. Moore, Mr. Szewczyk, and Mr. Moscato met with Mayor Staffieri, Mr. Robertson, Corporation Counsel Coppola and Ms. O'Malley to discuss possible funding for capital improvements to the garage. It was a productive meeting for presenting the concerns and the needs. Another meeting will be set with the intent to invite the State elected officials covering our district to make them aware of the Authority's needs and implore them to champion for State and Federal fund allocations. They will also be discussing possible funding from loans or from the City's Capital Plan.

Mr. Moscato made the suggestion of giving the garage back to the City and allowing them to then consider the repairs under the City's Capital Plan. The parking garage income could still help to pay for expenses. Mr. Moscato noted that he spoke to the director of parking and the grant writer in Newtown recently. He was surprised to hear that they are in a similar situation with an aging garage but they have found federal funding to demolish the old garage and build a new one. Derby's grant writer has said that the City is too small to obtain such funding and yet here is another town doing just that. Mr. Moscato noted that he called URS, the firm that assisted the Authority years ago with structural issues in the garage. They have staffing that is familiar with funding sources and Mr. Moscato encouraged them to be watchful for any opportunities for funding the Derby's garage.

NEW BUSINESS:

Mr. Moscato reported that costs to repair Darcy Green's jeep should be in the range of \$420.00. He felt that Ms. Green would be satisfied with what would be offered which would be the purchase of a replacement soft top for the Jeep and the detailing of the vehicles exterior.

Motion made by Anthony Szewczyk and second by Jack Moran. Move to authorize Director Moscato to communicate with the patron to have the vehicle repaired as per the estimate not to exceed \$425.00. Motion carried unanimously.

Members discussed whether to install signage indicating that the Authority is not responsible for vehicle damage. Mr. Moscato noted that the tenant contract addresses the Parking Authority's responsibility to maintenance of the garage. There is signage speaking to vandalism and thief limitations of responsibility. It was noted that over the years the number of claims has been minimal and have been dealt with on a case by case basis. Members felt that the existing practices are sufficient at this time.

Members agreed to cancel the December meeting as has been the practice for the past few years.

Mr. Moscato noted potholes will likely be a problem in the spring.

Motion was made by Anthony Szewczyk and second by Jack Moran. Move that the meeting be adjourned at 7:08 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."