

# DERBY MUNICIPAL PARKING AUTHORITY

## **Minutes**

(meeting taped)

Monthly meeting: Wednesday October 10, 2012 in the Derby Municipal Parking Garage Office.

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

By roll call, members present: Jack Moran, Delphine Krezel and Anthony Szewczyk. Richard Bartholomew arrived at 6:37 p.m. Joseph Moore was excused.

Parking Authority Director Leo Moscato was present and Bookkeeper Angela Borrelli was excused.

Without objection, in the absence of the chair, Mr. Moran served as chair.

### ADDITIONS/DELETIONS TO AGENDA:

Nothing was presented and the agenda was accepted as written.

### PUBLIC PORTION:

No one came forward and the public portion was closed.

### APPROVAL OF MINUTES:

Motion was made by Anthony Szewczyk and second by Delphine Krezel. Move to approve the minutes of September 12, 2012, as written. Motion carried unanimously.

FINANCIAL STATEMENT: Members reviewed the September Profit & Loss detail, the Vendor Balance detail as of September 30, 2012, and the Bank of America reconciliation detail dated 9/30/2012 (all attached). The Naugatuck Savings & Loan – General account and the Naugatuck Savings & Loan – Meter Coin account were not available from the bank.

Members questioned the bank returned check fees. Mr. Moscato stated that the fees are passed on to the person and the Authority is reimbursed. Members noted that the quarterly payment from the State of Connecticut reflects charges for 90 spaces at \$20 per month each, a low rate negotiated decades ago with no expiration date of the contract. This is for courthouse use. Mr. Moscato indicated that the new payroll company is able to manage the Christmas Club for Martha Hinkson. The water bills reflect fire service for the sprinkler system and the general use in the garage.

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

### DIRECTORS REPORT:

Mr. Moscato's September 2012 report was submitted (attached).

Meter collection – \$2,351.88 and \$2,032.19

The car counts reports– 10,143 vehicles.

Tickets issued – 210

Appeals – 4 – 2 were granted as it was determined that the meter may have jammed.

DATAPAY is now doing the payroll processing. The Authority no longer has business through the City's finance department.

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

OLD BUSINESS:

a.) Workshop update: Without objection this matter was tabled until the next meeting.

b.) Building conditions update: Mr. DiGiovanni of DiGiovanni & Sons Construction of PO Box 408, Seymour, CT was present to answer any questions on the estimates he submitted in August. **Estimate #1226** states the removal of all or any broken, cracked, or loose concrete from garage ceilings on levels E,F,G,H. Price includes all scaffolding, labor and material. Contractor will provide traffic control, and clean all work areas. Contractor will cart away all debris. **Estimate #1227** states the removal of all or any broken, cracked, or loose concrete from garage ceilings on levels A,B,C,D. Price includes all scaffolding, labor and material. Contractor will provide traffic control, and clean all work areas. Contractor will cart away all debris. He stated that the work would be done at night when traffic is slow – from 9 pm to 5 am. He anticipates that the work will take four to five days. He will work section by section starting at the basement and working upwards. The concrete will be removed by jackhammer and scraping. Only decayed and deteriorated concrete will be removed and the loose materials will be knocked down. There will be no patching of the disturbed areas. If the estimates are approved he could start next week.

Motion made by Richard Bartholomew and second by Delphine Krezel. Move to accept estimates 1226 and 1227 dated 8/20/12 and 8/21/12, as presented from DiGiovanni & Sons Construction. Motion carried unanimously.

NEW BUSINESS:

Nothing was presented.

Motion was made by Richard Bartholomew and second by Anthony Szewczyk. Move that the meeting be adjourned at 6:58 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."*