

DERBY MUNICIPAL PARKING AUTHORITY

Minutes

(meeting taped)

Monthly meeting: Wednesday November 14, 2012 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, Anthony Szewczyk and Richard Bartholomew.

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

ADDITIONS/DELETIONS TO AGENDA:

Motion made by Anthony Szewczyk and second by Delphine Krezel. Move to add workshop update under Old Business and 2013 meeting schedule under New Business and accept the agenda as amended. Motion carried unanimously.

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 October 10, 2012, as written. Motion carried unanimously.

FINANCIAL STATEMENT: Members reviewed the October Profit & Loss detail, the Vendor Balance detail as of October 31, 2012, the Bank of America - Payroll reconciliation detail dated 10/31/2012, the Naugatuck Savings & Loan – General account Reconciliation Detail dated 09/30/2012, the Naugatuck Savings & Loan – General account Reconciliation Detail dated 10/31/2012, the Naugatuck Savings & Loan – Meter Coin account dated 09/30/2012 and the Naugatuck Savings & Loan – Meter Coin account dated 10/31/2012. (all attached). No questions were raised.

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

DIRECTORS REPORT:

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

Meter collection – \$2,472.13 and \$2,187.82

The car counts reports– 10,175 vehicles. Tickets issued – 223. Appeals – none

Storm Sandy destroyed a number of lighting fixtures in the garage. McDermott has made repairs. One of the gate arms was also damaged. Members suggested that Mr. Moscato explore whether the repair costs could be covered under insurance.

Mr. Moscato stated that he recently had difficulty doing an on-line transfer of funds; he has been able to perform the task previously and this is vital for insuring that the accounts have adequate resources. Also, the monthly reports are generated from the on-line relationship. He thought it may be because of the

opening of the checking account and the requirement of two signatures. Members suggested waiting to see if the issue was an isolated case or if the problem continues.

Mr. Szewczyk questioned the status of the concrete surfaces since the power washing was completed. Mr. Moscato indicated that the deterioration is extensive. Many areas could not be jack hammered as the vibration caused further crumbling extending outward from the initial spot. DiGiovanni was cautious in the power washing process not to scour too deeply but the work did reveal the depth of the deterioration.

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

OLD BUSINESS:

a.) Workshop update: Mr. Moore understood that the referendum questions would likely be presented next fall. Mr. Bartholomew understood that the City intended to go out with a spring referendum. Mr. Moore will speak with Corporation Counsel to determine the timeframe and to draft the questions that would be placed on the referendum.

NEW BUSINESS:

The Park Parking Authority meeting schedule for the 2013 calendar year shall be the second Wednesday of each month:

January 09, 2013	August 14, 2013
February 13, 2013	September 11, 2013
March 13, 2013	October 09, 2013
April 10, 2013	November 13, 2013
May 08, 2013	December 11, 2013
June 12, 2013	
July 10, 2013	January 08, 2014

The meetings will be held at 6:30 P.M. at the Parking Garage, 1 Thompson Place.

Motion made by Jack Moran and second by Anthony Szewczyk. Move to approve the meeting calendar for the Derby Parking Authority for calendar year 2013, as presented. Motion carried unanimously.

Mr. Moscato asked that the practice of giving Stop & Shop \$50 gift certificates to the employees at Christmas be continued.

Motion made by Richard Bartholomew and second by Delphine Krezel. Move to approve giving each employee a holiday gift of a \$50 Stop & Shop gift certificate. Motion carried unanimously.

Motion made by Anthony Szewczyk and second by Jack Moran. Move to cancel the December meeting of the Parking Authority. Motion carried unanimously.

Motion was made by Anthony Szewczyk and second by Jack Moran. Move that the meeting be adjourned at 7:01 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."