

DERBY MUNICIPAL PARKING AUTHORITY

Minutes

(meeting taped)

Monthly meeting: Wednesday April 10, 2013 in the Derby Parking Garage office.

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

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

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

Motion made by Anthony Szewczyk and second by Delphine Krezel. Move to go out of order on the agenda and discussion Old Business at this time. Motion carried unanimously.

OLD BUSINESS:

a.) Workshop update: Richard Marnicki, P.E. of Marnicki Associates & Inc., 359 Main St., Old Saybrook, CT presented a proposal to prepare a cost estimate to renovate the parking structure. This would entail assembling a team that would create design development drawings that could then be reviewed by a contractor that would prepare a cost estimate. The team will be providing structural engineering, the electrical, mechanical and plumbing information, the building code review and schematic design for the operation of the garage including an enhanced appearance, office and bathroom upgrade, life safety and handicap accessibility. The team would begin by thoroughly touring the facility and then work together to prepare the proper documents as described. Mr. Marnicki noted that the current structure shows deficiencies in the management of storm drainage and snow removal which could be expressed in the designs. Handicapped accessibility would be brought up to current code as much as the current footprint of the garage can support. As the team members are well versed in garage construction they would bring forth design features that would improve the function of the structure, as much as possible within space and cost constraints. The scope of the work will include the replacement of the concrete slabs, cleaning and painting of the structural steel, adding membrane protection, upgrading precast panel connections, upgrading the perimeter barrier system, repair and cleaning of exterior precast, repairing stairs and stair enclosures, new lighting, building drainage, lower level mechanical ventilation, vehicle control at entrance and exits, plan for snow removal, office and bathroom renovation and handicap accessibility for both people and vehicles. The time frame to provide the information is three weeks and the fee for this work is \$35,000. It was explained that the report would provide the cost estimates that the treasurer had suggested. The information compiled would be incorporated into the construction design documents so this would be a cost effective first step. The cost estimates would greatly lessen the possibility of financial shortfalls in the referendum request.

Members discussed the funding sources for this report. One would be the Authority's resources; another could be approaching the Derby Capital Planning Commission. The time frame of the referendum is yet to be determined but the timing of the report will have to be expressed to the Board of Alderman. Whether this impacts the inclusion of the Authority in the referendum is yet to be determined.

PUBLIC PORTION:

No one came forward and the public portion was closed.

APPROVAL OF MINUTES:

Motion was made Delphine Krezel and second by Anthony Szewczyk. Move to approve the minutes of March 20, 2013, as written. Motion carried unanimously.

FINANCIAL STATEMENT: Motion made by Delphine Krezel and second by Anthony Szewczyk. Move to table acceptance of the financial reports for February and March with the suggestion that the members prepare any questions prior to the next meeting. Motion carried unanimously.

Members asked that future reports be provided a few days prior to the meeting. The request will be forwarded to Mr. Moscato and Ms. Borrelli.

DIRECTORS REPORT:

February 2013 report submitted (attached).

Meter collection – \$2,974.22

The car counts reports–10,146 vehicles.

Tickets issued – 164. Appeals – 3 (all denied)

Mr. Moscato resolved the deposits of payments from the State to the regular City of Derby account. Mr. McLiverty has had the amount transferred into the Parking Authority account. There were snow events in February. Employees are doing well.

March 2013 report submitted (attached).

Meter collection – \$3,277.64

The car counts reports–10,916 vehicles.

Tickets issued – 141. Appeals – none

Mr. Moscato confirmed the transfer of the funds from the City into the Parking Authority account. He indicated that lighting and electrical issues will be addressed. Employees are doing well.

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

OLD BUSINESS:

Tomorrow night the Board of Alderman will be meeting. On the agenda is the referendum questions.

NEW BUSINESS:

Mr. Moore indicated that he is exploring a possible temporary measure to try to seal the area above the office so as to lessen the water penetration that is been occurring during each rain event.

Motion was made by Delphine Krezel by and second by Anthony Szewczyk. Move that the meeting be adjourned at 7:07 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."