

DERBY MUNICIPAL PARKING AUTHORITY

Minutes

(meeting taped)

Monthly meeting: Wednesday September 11, 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, Jack Moran, Anthony Szewczyk and Richard Bartholomew.

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

ADDITIONS/DELETIONS TO THE AGENDA: Without objection the agenda was accepted, as presented.

PUBLIC PORTION: No one came forward and the public portion was closed.

APPROVAL OF MINUTES:

Motion made Anthony Szewczyk and second by Delphine Krezel. Move to approve the minutes of July 10, 2013, as written. Motion carried unanimously.

FINANCIAL STATEMENT: Due to a family emergency, Ms. Borrelli was unable to complete the reports.

Motion made by Jack Moran and second by Delphine Krezel. Move to table the Financial Report. Motion carried unanimously.

DIRECTORS REPORT:

July/ August 2013 report submitted (attached).

Meter collection – July \$2,247.95, August \$6,963.55

The car counts reports– July 8,559 vehicles - August 9,087 vehicles.

Tickets issued – July 216 - August 190.

Appeals – July 1 – denied - August none

Three meters were repaired. The upper Caroline Street lot was weeded and cleaned. It was discovered that a manhole cover was missing. Public Works director Ron Culmo was notified and he temporarily covered it with plywood until a replacement could be installed.

Members asked if there are any plans by the City to repair the collapsed area in the lot. Mr. Moscato stated that the area was fenced off and he was unaware of any discussions on repairs of the collapsed area. It was noted that the lot is owned by the City, not the Parking Authority.

Ms. Krezel asked if the recommendations for placement of meters on Minerva Street had been completed. Mr. Moscato indicated that there are 18 meters in storage that could be used and that he would be presenting the site plan next month. Mr. Moore indicated that he will be speaking with the Police Chief on this matter and will also report next month.

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

OLD BUSINESS: Mr. Moore introduced Mr. Richard J. Marnicki P.E. who was present this evening to present his report. Mr. Marnicki stated that the goal of the study is to present a plan for a useable, aesthetically appropriate structure that would be more functional, user friendly and would offer more handicapped usability. The prepared cost estimate of \$6,845,670 to renovate the parking facility is based upon schematic-plus development drawings for the proposed parking structure improvements. Other costs such as design fees and town costs are not included. The structural costs are based on complete elevated concrete slab removal and replacement. The elevated deck is also being protected with a membrane wearing surface to provide protection from water and salt intrusion which caused the deck failures. The structural steel frame is being repainted with environmental remediation expected for the removal of the existing paint system. The column to beam moment connections are being redone since they were not constructed to conform to the original contract drawings. The traffic steel guard rail system is being replaced. The stair way masonry is being repaired. The existing exterior precast panels are being cleaned and resealed and the damaged stone/stucco system is being repaired as needed. The current lighting will be completely replaced. The drainage system is being replaced and revamped for a more functional design. The lowest grade requires a ventilation system for positive air movement. The fire protection system includes a new sprinkler system for the lowest level. The stand pipes in each stairwell are being connected, they currently are not. The rest rooms are to be relocated to the Elizabeth Street side of Thompson Place just past the existing gates. This location provides better visibility and will allow for handicapped access. As the parking garage structure is too low for handicapped van access, a handicapped parking space on the street is suggested. Ramping and accessibility issues have been addressed. The office area has been reconfigured for better functionality. The elevator cab is to be replaced.

A new traffic urethane membrane will be applied to the slab surfaces to provide protection from water and salt intrusion. This membrane will have to be inspected and maintained regularly. Only plows with plastic blades should operate in the structure. It was noted that weight restrictions should be observed due to the steel structure's engineering capacity limits. Life expectancy is dependant upon the proper maintenance practices performed going forward. The facility should be power washed each year and any failures to the membrane should be repaired as soon as possible.

During construction the facility will have to be closed. It should take between nine and twelve (9-12) months to complete, dependent upon the weather conditions encountered.

Members explored the option of tearing down the existing structure and rebuilding. Mr. Marnicki indicated that the costs would be more than a million dollars more. The structure would have to satisfy all current building and disability codes. The next step will be for the members to study the plans and present any observations or changes. Once that is done then design modifications can be made and a final concept can be prepared.

NEW BUSINESS:

Mr. Moore indicated that the Senior Center owes the Authority more that \$3,000 in garage fees as per the agreement that they would pay a monthly rate of \$300. This fee had been paid by the previous director but since the new director was appointed no payment has been forthcoming. Calls have been made with no response. No one representing the Senior Center was present this evening. Mr. Moore indicated that in speaking with Sheila O'Malley about this matter, she understood that a payment is being processed. Mr. Moore asked Mr. Moscato to print a current bill and present it to the Senior Center with the request that payment be made within 15 days.

Motion made by Anthony Szewczyk and second by Jack Moran. Move that a current bill for the Senior Center be drafted and presented to the Senior Center requesting that payment be made within 15 days of receipt of this statement. Motion carried unanimously.

EXECUTIVE SESSION:

A request for executive session was made to discuss a personnel matter regarding workers compensation. Mr. Moscato was unaware what was to be discussed but understood that it involved him and he asked that the discussion be held in public. He then reconsidered that request and chose that the matter be discussed in executive session.

Motion made by Richard Bartholomew and second by Jack Moran. Move to enter into executive session at 8:02 p.m. with Leo Moscato invited to attend. Motion carried unanimously.

Motion made by Anthony Szewczyk and second by Delphine Krezel. Move to return to regular session at 8:15 p.m. Motion carried unanimously.

No action was taken.

Motion was made by Delphine Krezel and second by Jack Moran. Move that the meeting be adjourned at 8:16 p.m. Motion carried unanimously.

Respectfully prepared,

Karen Kemmesies

Karen Kemmesies, secretary

"These minutes are subject to the Authority's approval at their next scheduled meeting."