

# DERBY MUNICIPAL PARKING AUTHORITY

## Minutes

(meeting taped)

Monthly meeting: Wednesday February 12, 2014 in the Derby Parking Garage office.

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

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

Parking Authority Director Leo Moscato and Bookkeeper Angela Borrelli were present. Mayor Anita Dugatto was also in attendance.

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

PUBLIC PORTION: The Chair welcomed the Mayor and offered to rearrange the order of the agenda to accommodate her schedule. Mayor Dugatto reserved the opportunity to speak on the Senior Center during the regular discussion of the agenda item.

### APPROVAL OF MINUTES:

Motion was made Delphine Krezel and second by Richard Bartholomew. Move to approve the minutes of January 8, 2014, as written. Motion carried unanimously.

FINANCIAL STATEMENT: Members reviewed the Profit & Loss Budget vs. Actual as of 2/12/14, the Bank of America - Payroll reconciliation detail dated 01/31/2014, the Naugatuck Savings & Loan – General account Reconciliation Detail dated 01/31/2014, the Naugatuck Savings & Loan – Meter Coin account dated 01/31/2014, the Profit & Loss Detail for January 2014. (all attached).

Motion made by Delphine Krezel and second by Richard Bartholomew. Move to accept the January Financial Reports, as presented. Motion carried unanimously.

### DIRECTORS REPORT:

February 2014 report submitted (attached).

Meter collection – \$3,705.05. The amount was lower due to the winter weather.

The car counts reports – 10,029 vehicles.

Tickets issued – 107. Appeals – 3. Approved due to meter malfunctions. Batteries were found dead and replaced.

A meter head and pole was accidentally dislocated by a snow plow. It will be reset when weather permits. There were many snow events in January.

Motion made by Richard Bartholomew and second by Jack Moran. Move to accept the director's report, as submitted. Motion carried unanimously.

OLD BUSINESS:

Senior Center outstanding bills: Mr. Moore indicated that he and Mr. Moscato met with the Mayor and discussed the past due balance. The intentions are to have another meeting including the Senior Center Director and the Mr. Domurad.

Mayor Dugatto indicated that she is working on scheduling the meeting. She reviewed what she could determine was the history of this issue. As she understands, as per a letter dated 7 April 2011 from the Finance Director Henry Domurad to then acting Chair Joseph Moore (attached) there were outstanding costs for workers compensation claims that the City was seeking reimbursement. The Finance Department apparently suggested that the Senior Center charges would be balanced against this outstanding amount and that the Senior Center director was told to disregard the monthly payment. The Mayor noted that she understands that there are in-kind services provided by the Authority at no cost. Apparently, all arrangements both with the City and the Authority and with the Senior Center and the Authority are verbal. It was her intent to hold discussions and reach a resolution to the outstanding financial issues and further to move forward with written agreements thus resolving any future misunderstandings.

Members noted that the agreement made with past Senior Center Director Mary LaBranche was to pay \$300 per month for the use of the garage by the senior center members. This amount was paid by the previous director in a timely fashion until her retirement. The matter changed with the new director. Members did not see how the compensation claims coincided with the payment from the senior center. Mr. Moscato noted that there is monthly on-average two hundred (200) times of senior center use at the gate and there is also the issue of the weekend trips when Mark Anthony Izzo is called in to manage the gates at time of return. Further, a majority of members are not Derby residents.

The Mayor indicated that she would like to upgrade the agreement with Senior Center noting that the senior members are on fixed incomes. She was hopeful that a fair and amicable amount could be reached. It was noted that the center has paid for December through February and the remaining outstanding debt will be discussed when everyone meets at the joint meeting. Payments moving forward will be made on a timely basis.

The Mayor indicated that a comprehensive arrangement of services between the City and the Parking Authority must be determined. She noted that the Water Pollution Control Authority is also a separate entity and as such, services and cost considerations are defined. She anticipates a speedy resolve to the matters at hand.

Walk-thru of the garage – Mr. Moore indicated that only two city officials attended. He will approach the Board of Alderman President Barbara DeGennaro and request that the engineering study presentation be added to the monthly meeting and Mr. Marnicki will be invited to attend.

NEW BUSINESS:

Senior Center access to garage - Mr. Moore indicated that the Authority was contemplating deleting the gate access cards issued to the Senior Center if there was no resolve of the past due balance. As the Mayor has shown a good faith effort to reach a resolution to the matter, members agreed that no action was needed at this time.

Motion made by Delphine Krezel and second by Jack Moran. Move to hold off action on shutting down Senior Center access to the parking garage until such time that there is further discussion with the Mayor, the Senior Center Director and the Parking Authority. Motion carried unanimously.

Workers Compensation – Mr. Moore suggested that the Authority investigate the costs and benefits of having separate coverage for workers compensation insurance. Members felt that the classification of the employees should be clarified. As discussed earlier, the WPCA is seen as a separate entity. Ms. Krezel would like further understanding as to how the employees are managed either by the city or the WPCA in terms of benefits and how this would be applied to the Parking Authority circumstances. Possibly, the Parking Authority could receive coverage through the City policy and be charged a set fee by the City.

Motion made by Richard Bartholomew and second by Delphine Krezel. Move to authorize Mr. Moore to contact an insurance agent to research information pertaining to workers compensation insurance with the bookkeeper assisting in compiling the necessary payroll information. Motion carried unanimously.

TransClean Corp. – Power washing of garage – Mr. Moscato presented proposals from Trans-Clean Corp. of 45 Mayfair Place, Stratford, CT 06615. The proposals were for power washing the garage decks and exterior facade of the parking garage. This is the same company that did the previous cleaning and they are presenting with the same prices as previously charged. Members noted that a significant amount of concrete was scoured out with the last job and they wanted to weigh the effects that this washing has on the decking structure. Mr. Moscato noted that the salt tracked in throughout the winter also has adverse effects. It was decided to add this matter to next month's agenda.

Motion was made by Jack Moran and second by Delphine Krezel. Move that the meeting be adjourned at 7:30 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."*