

DERBY MUNICIPAL PARKING AUTHORITY

Minutes

(meeting taped)

Monthly meeting: Wednesday June 11, 2014 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 and Richard Bartholomew. Anthony Szewczyk and Jack Moran were excused.

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

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

PUBLIC PORTION: No one was present.

APPROVAL OF MINUTES:

Motion was made Delphine Krezel and second by Richard Bartholomew. Move to approve the minutes of May 14, 2014, as written. Motion carried unanimously.

FINANCIAL STATEMENT: Members reviewed the Profit & Loss Budget vs. Actual as of 6/09/14, the Bank of America - Payroll reconciliation detail dated 5/31/2014, the Naugatuck Savings & Loan – General account Reconciliation Detail dated 5/31/2014, the Naugatuck Savings & Loan – Meter Coin account dated 5/31/2014, the Profit & Loss Detail for May 2014. (all attached).

Mr. Moscato reported that there will be one more bill from DiGiovanni for the installation of an additional roll of netting costing approximately \$8,000. There is a charge from Abate's Car Care for the detailing of one of the tenant's cars due to rust spots. He expects another bill for an additional car detailing on another tenant's vehicle.

Members noted the additional hours spent by Ms. Borrelli in compiling the materials requested by the Mayor. Also, she remained at the office when the Mayor, the Mayor's brother and the Corporation Counsel arrived unexpectedly to go over the materials. She had to make arrangements for her daughter to be picked up at school. There apparently was some confusion as to the appointment time but Ms. Borrelli was gracious in staying during this unscheduled time. Some documents were scanned by the Mayor's brother rather than obtaining copies from Ms. Borrelli. They focused on maintenance and damage claims primarily. Copies of banking materials were requested and given. At the time of their departure, they indicated that additional time may be needed as they had not completed their review. Members felt uncomfortable that the bookkeeper had to remain because the officials chose to come at an unscheduled time. Mr. Moscato was unable to attend as it was not during his scheduled hours.

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

DIRECTORS REPORT:

May2014 report submitted (attached).

Meter collection – \$3,012.25 The car counts reports– 9,001 vehicles.

Tickets issued –146. Appeals – 2 (all denied)

Mr. Moscato indicated that things are relatively quiet. Ms. Hinkson will be out for two weeks as per her request. Mr. DiCarlo will cover her hours.

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

OLD BUSINESS:

Mr. Moore has spoken with Mr. Rak regarding the workers compensation policy and he will be preparing a policy quote for the Authority's consideration.

The meeting with City Hall was rescheduled to this morning. In attendance were Mr. Moore, Mrs. Krezel, Engineer Richard Marnicki, Mr. Moscato, Mayor Dugatto, Mr. Domurad and Board of Apportionment and Taxation chairman Mr. Butler. They discussed the need to go out to referendum and the engineer presented various scenarios. A workshop will be scheduled to determine the most effective way to move forward, to make sure that all the construction and ancillary costs are included. Contingency planning must be done. Possible closure of Thompson Place will be discussed with the Police Department. Valley Transit will be approached to ascertain the costs of shuttle service. Alternative parking must be studied. Temporary gating of the parking lots will be explored. Security for the parking lots as well as the construction site may be explored. Ms. Krezel noted that during the meeting at City Hall there was some references to the public's perception as to the Authority's efficacy and at that time she gave the Mayor the option that she could avail herself to disbanding the Authority and placing the parking division directly under the command of the City.

NEW BUSINESS:

The Mayor approached Mr. Moore asking that the Authority meetings be held at City Hall. She is trying to have all the city meetings at City Hall. Members discussed the request. The 2014 calendar was submitted in January to the Town Clerk. The meeting was set for the 2nd Wednesday and that has worked well for the members. He wondered if space would be available in City Hall at that same time. It was noted that the office is convenient being that the computer and documents are easily accessible. If the referendum goes forward, there will be a need to relocate during construction so meetings would likely be held at City Hall in the near future.

Motion made by Richard Bartholomew and second by Delphine Krezel. Move to schedule a workshop on Tuesday, June 17, 2014 at 6:00 pm at the Parking Authority office for the purpose of preparations for a referendum. Motion carried unanimously.

Motion made by Delphine Krezel and second by Richard Bartholomew. Move to table the change of location of the monthly meetings to City Hall. Motion carried unanimously.

Motion was made by Delphine Krezel and second by Richard Bartholomew. Move that the meeting be adjourned at 7:09 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."