

DERBY MUNICIPAL PARKING AUTHORITY

Minutes

(meeting taped)

Special meeting: Wednesday August 20, 2014 in the Derby Parking Garage office.

(It was noted that the regular meeting for August 13, 2014 was cancelled and replaced with this special meeting.)

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

Members welcomed Mr. Szewczyk's return.

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

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

PUBLIC PORTION: No one was present.

APPROVAL OF MINUTES:

The agenda was corrected to read minutes of June 11, not June 6.

Motion was made Jack Moran and second by Delphine Krezel. Move to approve the minutes of June 11, 2014, and workshop on June 17, 2014 as written. Motion carried with Anthony Szewczyk abstaining.

FINANCIAL STATEMENT: Members reviewed the Profit & Loss Budget vs. Actual July 2013 through June 2014, the Profit & Loss Budget vs. Actual as of 8/07/14, the Bank of America - Payroll reconciliation detail dated 6/30/2014 and 7/31/2014, the Naugatuck Savings & Loan – General account Reconciliation Detail dated 6/30/2014 and 7/31/2014, the Naugatuck Savings & Loan – Meter Coin account dated 6/30/2014 and 7/31/2014, the Profit & Loss Detail for June and July 2014. Also, Expenses by Vendor Detail Nov 1, 2013 through Aug 7 2014(all attached).

It was confirmed that the Senior Center current monthly charges are being paid by the City. The past due bills are still outstanding. The credit memos – page 1 of the Profit & Loss Detail June 2014 – are for overpayments from Team and the Parent Child Resources.

Members reviewed the Profit & Loss Budget vs. Actual for July 2013 through June 2014. The year end shows a loss of \$74,902.97. Reviewing the line items, the overage is due primarily to Property Maintenance and Repairs expenditures which is over by \$30,855.38, engineering costs of \$35,144.00 and written off revenue and lower than projected revenues. The overage is further explained in the Expenses by Vendor Detail report. It shows the costs of the materials and extraordinary expenses due to the emergency closing.

Motion made by Anthony Szewczyk and second by Delphine Krezel. Move to accept the June and July Financial Reports, as presented. Motion carried unanimously.

DIRECTORS REPORT:

June, July 2014 report submitted (attached).

Meter collection – \$2,695.06 and \$ 2,408.81 The car counts reports– 9,051 and 8,987 vehicles.

Tickets issued –June 135 and July 169. Appeals – June none and July 4 (all approved) Mr. Moscato noted that Martha Hinkson was not working in July. She currently is not at work and will need to bring her doctor's certification prior to returning.

At the suggestion of the Authority's engineer, the drop ceiling in the office area was removed. It revealed mold and mildew from the continuing water penetration. There are spalls of concrete that will be scraped by the DiGiovanni & Sons Construction as these areas have been identified as a falling object risk.

The railing on the 1st floor near the elevator was damaged and needed to be repaired. The overhead door on the lower level was faulty and needed to be repaired. McDermott continued ongoing electrical repairs due to corrosion in conduit and age of the fixtures.

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

OLD BUSINESS:

Mr. Moore repeatedly pursued a meeting with the City Treasurer to discuss the referendum process. As of today, no meeting was arranged. It was noted that the Board of Alderman are moving forward with the DWPCA referendum requests as well as Road Bonding projects. Mr. Moore understood that the process had to be completed by September 5th in order to be placed on the November ballot. As the City has resisted any discussions with the Parking Authority, it is clearly unlikely that the referendum request for the parking garage will be placed on the ballot. Per statements from the City Engineer, during the emergency closing it was understood that they set a closure time of March 2015 being that the emergency measures taken were stressed to be only temporary measures. Without action of the referendum, the garage will likely follow that time line and take action to close.

NEW BUSINESS:

With no referendum anticipated, the Authority requested testing be done to determine the degree of deterioration and the safety risks due to existing conditions and the fact that for years reports have been detailing the serious conditions existing in the garage. Richard Marnicki, P.E. commissioned Materials Testing, Inc. of New Haven to perform Chloride Analysis of Concrete Samples. The resulting report is attached. The test samples were taken from a point starting 1 inch below the top surface to 3 inches below the top surface at the depth where the top reinforcing steel is located. The chlorides in the slab are what attack the reinforcing steel causing the concrete to crack and spall allowing more water and chloride intrusion into the slab accelerating the damage over time. The percent range is 0.028 to 0.041 at which the chlorides will attack the reinforcing steel and cause damage. Twenty (20) locations were identified and tested. The results ranged from less than 0.005 to 0.3948. Of the tests, 10 had levels below the 0.028 threshold. These occurred for the most part at the upper two levels which would be expected being at levels filled with cars the least amount of time. The average percent for all 20 tests is 0.074 which is above the upper limit of 0.041 by 80 percent. The average percent is above the lower limit of 0.028 by 260 percent. Using these test results, they reinforce the need to address the condition of the slabs. Previously an engineer, years ago had inspected the slabs and recommended areas be temporarily supported with wood framing to protect the area below from falling loose concrete. This year another engineer identified additional area of the elevated slabs that needed local support patches at deteriorated slab areas and to have netting installed to catch falling loose concrete. A time frame of one year was also

given that limited the time these temporary measures were good for. If the structural deficiencies are not addressed in the year time frame the engineer recommended that the garage be closed.

The slabs based on these tests, previous engineer reports, existing patches and shoring leads to the conclusion that the most economical repair is to completely remove all slabs and replace them with new slabs and a traffic membrane. To spot patch, or address partial slab areas will have a higher unit cost and still close off levels while this work is being done. The liability exposure for areas not repaired is still present.

Motion made by Delphine Krezel and second by Anthony Szewczyk. Move to authorize payment of the engineering report dated 8/19/14 prepared by Richard Marnicki PE and authorize payment for the testing service and report performed by Materials Testing Inc. of New Haven, Ct dated 08/15/14. Motion carried unanimously.

Motion was made by Anthony Szewczyk and second by Delphine Krezel. Move that the meeting be adjourned at 7:23 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."