

PARKING AUTHORITY REGULAR MONTHLY MEETING

October 28th 2010 @ 7:30pm 2nd floor conference room

Sullivan Independence Hall 725 Old Post Rd, Fairfield CT.

CALL TO ORDER at 7:35pm Chairman Robert Torok

Roll Call of Officers:

| | |
|------------------------|---------|
| Chairman: Robert Torok | Present |
| Mary Kay Frost- | Present |
| Joanne Sheehan- | Present |
| Robert Comers | Present |
| Ronald Pine | Present |

Also Present:

Cynthia Placko, Manager, Parking Authority

Joseph Devonshuk, Director

Auditor's Michael Ganino: Eric Hendlin, DHL & S

2. Pledge of Allegiance:

3. Chairman's report:

Chairman Robert Torok would like to see his priority list set up with the Five Year Plan before December.

Robert Torok did mention the new train station and since a lot of questions were unanswered it was requested that Mark Barnhart from Economic Dev. attend a future meeting.

4. Approval of Minutes: Mary Kay Frost motioned, seconded by Joanne Sheehan to approve the September 23rd minutes with correction of spelling on pg 2 and name correction. Motion carried unanimously

5. Manager's Report:

Cindy Placko received a copy of the sub lease from Spt. Conservancy. Fairfield Cab Company: Assistant Town Atty. Kennelly is waiting to hear back from their Attorney. Southport Café is still waiting on the State's approval. Received signs for use for traffic control at the Fairfield station. Robert Comers will follow up regarding publicity on traffic control. Cindy also mentioned she spoke with Town Attorney Richard Saxl in reference to having a Public Hearing regarding changing to an annual permit. Joseph Devonshuk suggested scheduling it on a future board meeting. The Board suggested January.

6. Correspondence/Invoices:

a) Nick Sibrava- extend shuttle hours

Cindy Placko went over an email that was submitted by Nick Sibrava regarding extending the shuttle hrs. After a lengthy discussion Robert Comers motioned, seconded by Joanne Sheehan that the request be denied based on one individual making this request, however the board will do further investigation but not at this time. Motion carried unanimously

7. New Business:

a) Auditor's report:

Mike Ganino and Eric Hendlin submitted to the board drafts of financial statements and recommendations for Fiscal Year ended June 30, 2010. Both auditors went over the reports in great detail. Mary Kay Frost requested that the auditors provide the detail for the groupings in this and future financial statements. Joanne Sheehan would like the board to respond to the comment section of the Independent Auditors report.

8. Old Business

a) Sub-Committee reports:

Finance: Joanne Sheehan and Mary Kay Frost will work with the quarterly figures provided.

Permit Issuance: Discussed in Manager's report

Property Lease- Discussed in Manager's report

Five Year Plan: Discussed in Chairman's report

Governance: Robert Torok and Joanne Sheehan have been working on the report which Joanne will hand over to Cindy for distribution and review by the board.

Ticket handheld: Bids are in progress and Cindy will check when bids are in. Robert Comers would like a copy of the Bid Specs which can be found on the Town website.

Joanne Sheehan requested that for next month's agenda they need a copy of the manager's contract and prior year holiday bonuses for employees.

Being no further business Joanne Sheehan motioned to adjourn the meeting at 9:30pm, seconded by Ronald Pine. Motion carried unanimously

Respectfully submitted

Jude Fitzgerald