

PARKING AUTHORITY REGULAR MONTHLY MEETING

April 8th 2010 second floor conference room of the

Sullivan Independence Hall 725 Old Post Rd, Fairfield CT.

1. CALL TO ORDER at 7:40 by Chairman Robert Torok

Roll Call of Officers:

Chairman: Robert Torok	Present
Mary Kay Frost-	Present
Joanne Sheehan-	Present
Michael Herley-	Present
Robert Comers	Present

Also Present:

Cynthia Placko, Manager, Parking Authority

Joseph Devonshuk, Director

Fairfield County Irish Festival: Jim O Donnell

Open Book: Frank Giblin

Dept Public Works: Rich White

Max Joshua and Eyette Fried

2. Pledge of Allegiance:

3. Chairman's report: Robert Torok welcomed Rich White D.P.W. and explained in great depth several of the projects the Parking Authority would like their assistance with. In addition to explore various shared costs to implement into the Five Year Plan.

The parking Authority is looking forward to working together with D.P.W regarding maintenance.

4. Approval of Minutes:

Mary Kay Frost **motioned, seconded by** Joanne Sheehan to approve February 25th 2010 minutes. **Motion carried with Michael Herley abstaining.**

5. Correspondence/Invoices:

a) Fairfield County Irish Festival- Shuttle parking

Jim O Donnell went over in great detail with the Parking Authority his proposed plan(on file) regarding the use of the train station parking lots on Friday June 18th 2010 through Sunday June 20th 2010.

Michael Herley and Mary Kay Frost raised concerns for the regular commuters that weekend. Robert Torok would like to see, especially on the first day, someone to supervise the parking lot.

After a lengthy discussion, Robert Comers motioned seconded by Joanne Sheehan to grant permission to the Fairfield County Irish festival's request as long as adequate insurance coverage is provided and they use the Fairprene lot and parking spaces closer to Mill Plain Road first. Motion carried unanimously

b) Fabricare- Earth Day Promotion

Joanne Sheehan motioned seconded Robert Comers to approve the proposal set forth by Earth Day Promotion. Motion carried unanimously

6. New Business

a) Increase for Recording Secretary

The Parking Authority raised the recording secretary's fee to \$125.00. Motion carried unanimously. In addition, part-time clerical staff hourly rates increased starting May 1st 2010. The rates are on file with Human Resources. Motion carried unanimously.

b) Renew Manager's contract: To be discussed at a later date.

7. Old Business

a) Sub-Committee reports:

Finance: Joanne Sheehan submitted a preliminary quarterly report for the board to review. Joanne and Mark Kay Frost will work further on this report.

Permit Issuance: No Report

Property Lease: Assistant Town Attorney Eileen Kennelly submitted a draft for Fairfield Cab Company.

Frank Giblin of Open Book explained to the Parking Authority that he would not be renewing his current lease.

Josh and Eyette Fried offered their proposal to rent the Southport train station. After a lengthy discussion, Michael Herley motioned in order to move forward and requested a deposit of \$500.00 within 7 days, and asked to do a financial background check on the proposed tenants.

Governance: : Joanne did submit to chairman Robert Torok a manual with policies and procedures and will work with Robert on this manual with input from the board members

Survey- Ffld –Public Works: Mary Kay provided Rich White and the board with commuter concerns.

Ticket handheld: No report

b) Data Impact(E-tran) & C Lock-box

Cindy Placko reported system working. Report on file.

Being no further business Robert Comers motioned to adjourn the meeting, seconded by Joanne Sheehan at 10:30pm. Motion carried unanimously

Respectfully submitted

Jude Fitzgerald

