

PARKING AUTHORITY REGULAR MONTHLY MEETING

February 4th, 2010

First floor conference room, Old Town Hall, 611 Old Post Rd, Fairfield CT.

1. CALL TO ORDER at 7:30pm by Chairman Robert Torok

Roll Call of Officers:

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

Also Present:

Cynthia Placko, Manager, Parking Authority

Joseph Devonshuk, Director

David Becker- RTM 1

Approval of Minutes:

Michael Herley moved to approve the December 16, 2009. The motion was seconded by Mary Kay Frost . Motion carried unanimously.

Joanne Sheehan motioned to open the Parking Authority meetings with the Pledge of Allegiance seconded by MaryKay Frost. Motion carried.

Correspondence/Invoices:

David Becker-RTM 1

Michael Herley reported on a tour with members of the RTM of the Southport Train Station including an invitation to RTM member David Becker to address the Parking Authority.

David Becker was pleased for the opportunity to meet with the Parking Authority going over issues he felt needed to be addressed from concerned residents while on his campaign trail regarding open parking permits at Fairfield and Southport train stations. After a lengthy discussion Mr. Becker thanked the board for meeting with him and was delighted to know there's a sub committee to follow up on any issues and concerns that may arise in the future.

Draft of Response to Auditor- Robert Torok

Robert Torok presented a draft letter in response to the Auditors observations and recommendation submitted in a letter to the PA with the Audit Report. Michael Herley moved to accept Robert Torok's

letter as amended in discussion to be sent to the auditors , seconded by Joanne Sheehan. Motion carried unanimously.

3. New Business

Robert Torok announced the following newly created sub-committees

Finance Committee: Joanne Sheehan & MaryKay Frost- To review financial management systems and practices with Cindy Placko and to develop a monthly financial report to be in place for the FY 10-11.

Property Lease: Joanne Sheehan & Michael Herley – Oversight of the preparation and negotiation for the leases – Southport Train Station

Revenue Study: Michael Herley Joanne Sheehan & MaryKay Frost – **Evaluate the suitability of projected revenues against the continuing increase in operating expenses.**

4. Old Business

a) Sub-Committee: In Robert Comers absence Robert Torok reported that a very productive meeting was held with Deputy Chief MacNamara regarding the hazardous traffic flows at the Fairfield train station. Everyone is in agreement that new set of instructions would be helpful for the Special Police addressing the concerns at the Fairfield Train Station. Robert Comers will follow up with the Deputy Chief to make this happen.

In addition a lot of maintenance issues were addressed and the board felt that Richard White and Scott Bartlett from Department of Public Works should be invited to a future meeting.

Michael and Mary Kay gave a great presentation of the Preliminary results of the Fairfield Train Station survey. Further discussion to follow

b & c) Data Impact(E-tran)Lock Box

Financial report(on file).

d. Robert Torok and Cindy Placko will work on the format for next month's agenda

Being no further business **Joanne Sheehan moved to adjourn at 9:50pm, seconded by Mary Kay Frost and carried unanimously.**

Respectfully Submitted,

Jude Fitzgerald

