

PARKING AUTHORITY MONTHLY MEETING

April 25, 2012, Second Floor Conference Room

611 Old Post Rd, Fairfield, CT. 06824

CALL TO ORDER at 8:00 pm Chairman Mary Kay Frost

Roll Call of Officers:

Chairman: Mary Kay Frost	Present
Joanne Sheehan-	Present
Patricia Carroll	Present
Ronald Pine	Present
Trudi Durrell	Present

Also Present: Joseph Devonshuk-Director of TPZ

Absent: Cindy Placko –Manager of Parking Authority

2. Pledge of Allegiance:

3. Chairman's Report: Mary Kay Frost gave her report in prior special public meeting.

4. Manager's Report: No report

5. Approval of Minutes: Pat Carroll motioned, seconded by Joanne Sheehan to approve the March 22nd 2012 Regular Meeting minutes with submitted corrections. Motion carried.

Trudi Durrell made a motion, seconded by Pat Carroll to go out of order on the Agenda and take under **8 a . from Old Business**

8a. Chat N Chew-tabled from prior month

Barbara Stern owner of Chat N Chew spoke briefly to the Parking Authority asking if the board would consider re-negotiating the existing lease. Barbara reported a 20% drop in revenue, and had to let employees go due to the new metro Fairfield station, which is a contributing factor to the loss of revenue. The business solely relies on the commuters.

After a lengthy discussion Joanne Sheehan requested a proposal from Chat N Chew that the board could act upon. The parking authority will get an appraisal done. Chat N Chew agreed to submit a proposal regarding requested changes to the existing lease and will continue discussion at next month's meeting scheduled for May 31th 2012.

6. Correspondence/Invoices:

a. Chris Ellwanger- correspondence ref. Ffld parking lot. Tabled till next month

b. Memorial Day Parade Committee- use of Fairprene Lot.

Joanne Sheehan motioned, seconded by Pat Carroll to grant permission to the Memorial Day parade Committee - Betsy Brown to use the Fairprene Parking Lot. Motion carried.

c. James O'Donnell – Irish Festival :use of Ffld Parking lots.

James O'Donnell made a presentation to the board regarding the parking lots he would like to use over the Irish Festival weekend this year June 15th through the 17th. In addition, he distributed photos of the route of the free shuttle service stops and the free parking lots they were requesting. Joanne Sheehan motioned, seconded by Trudi Durrell to grant permission to use the Fairfield parking lots as presented for the upcoming Irish Festival stipulating clean up of any trash/litter. Motion carried.

d. Andrew Graceffa- Bike to Work Day- Fairfield Station

Andrew ,after discussion with Mary Kay Frost, sent a written request to Cindy Placko and the board requesting permission to hand out fliers with bicycling information and snacks.

Joanne Sheehan made a motion, seconded by Patricia Carroll to approve the request as submitted by Andrew Graceffa on the NY bound side and clean up is requested. The board prohibited anything on the platform Motion Carried.

b. Sub-committee reports:

Finance- Pat Carroll reported she has a meeting with C.F.O. Paul Hiller of the Town of Fairfield to go over financial reports for the Parking Authority on May 15th 2012. Quarterly reports were distributed to the Board from Cindy.

Data Impact (e-tran) Lockbox – Report attached.

Five Year Plan: Went over in Public Session

Property Leases: Red Dot's lease still a working progress. Trudi concerned about Josh Fried/Café Society as we are still awaiting a response from CT. DOT.

Governance: No updates

Permit/Ticket handheld. No report.

Safety Committee- No report

Trudi Durrell made a motion, seconded by Pat Carroll to add a supplemental item to the agenda as follows: to discuss and vote on the proposed Permit increase discussed in Public session.

Trudi felt uncomfortable with the \$420 proposed permit increase. In addition, Trudi mentioned that it irks her a little bit that we would be matching the Fairfield Metro rates just on principal. Pat Carroll did agree with Trudi adding that she doesn't believe the Parking Authority should be obligated to match the downtown and Southport fees with Fairfield Metro rates. Trudi is concerned about the future expenses the Parking Authority will have to cover.

The Parking Authority felt that if everyone on the board did agree only to increase the permit by half of what was originally proposed, the board stressed the figure is good only for one year and will be revisited again next year. They also talked about issuing additional parking permits as in the past they have issued approximately 2,000 permits. After a lengthy discussion and taking into consideration the commuters that spoke earlier in Public session:

Trudi Durrell motioned, seconded by Ron Pine to raise the annual permit fee for Fairfield Center from \$340.00 to \$380.00: Southport annual permit from \$230.00 to \$260.00 and charge a \$6.00 fee per day for Handicap designated parking spaces which previously had no fee. After a brief discussion Trudi amended her motion to include: for those handicapped commuters a notification regarding the \$6.00 fee go out to them the 1st week of May with the opportunity to purchase an annual permit. Motion carried.

Being no further business Trudi Durrell motioned, seconded by Joanne Sheehan to adjourn at 9:30pm
Motion carried

Respectfully submitted

Jude Fitzgerald

DRAFT

DRAFT

DRAFT