

PARKING AUTHORITY MONTHLY MEETING

March 27th 2013, second floor conference room

Old Town Hall, 611 Old Post Road, Fairfield, CT. 06824

CALL TO ORDER at 7:30pm Chairman Ron Pine

Roll Call of Officers:

Chairman: Ron Pine	Present
Joanne Sheehan-	Present
Patricia Carroll	Absent
Mary Kay Frost	Present
Matt Prohaska	Present

Absent: Joseph Devonshuk-Director of TPZ

Present: Cindy Placko –Manager of Parking Authority

2. Pledge of Allegiance:

3. Chairman’s Report:

Ron Pine reported there was some graffiti in both bathrooms at the Fairfield train station. The Police Department is investigating and will look at the cameras. Cindy mentioned that graffiti has become an issue again and is working with the Police and DPW to get it cleaned up. Ron attended a Solar meeting with the Town DPW -Ed Boman, Board of Ed-Sal Moribito, Scott Thompson and Craig Harrigan from Encon regarding solar panels for Tomlinson middle school. Board of Ed. is on board with the concept and there is a tentative utility meeting scheduled for around April. BOE are looking at savings of approximately \$75,000 per year. More to follow under Solar update which is on the agenda. Ron reported 200 more permit applications were sent out. Ron reported has personnel issues to discuss under Private Executive session later.

4. Manager’s Report: Cindy reported that the boot was purchased \$437.40 and it has been received at Ffld PD. Payments up to \$15,507 for PA and PD. Mailed 200+ applications for Ffld and have already done 121 permits which brings us to over 2000. They are still coming in. Cindy said if need be she will send out more applications. She also did 25 for Southport. Cindy started to work with CDI on the permits last week. Couple of options: They can help with the permit renewal letters-stuff-seal-mail for approx. 44cents each, using our envelopes. They have an online renewal system-minimum \$5.00 convenience fee or 3.5% of permit fee. Lengthy discussion ensued and all the information that is needed for this, we will not be able to take advantage of the online renewal system until next year. Our old system does not have all the

fields of information needed, especially reg. expiration dates. Eleonore from CDI to send pdf file of three types of permit files. Clear sleeve with Velcro sounds like the one that would work best for our multiple plate permits. Not capable to do bar code at this time. Cindy reported on the CDI lockbox and the functionality of their lock box system in great detail with the board. Cindy did check with surrounding towns they do not use CDI lockbox.

Cindy spoke with painting contractor, HV, for Ffld and weather permitting he would like to start with the wood repairs, power washing and painting next week. Cindy will work with metro north and DOT for flagman if needed. Yellow taxi is moving forward with the pedestal phones. David Tavoliare of Terry's corner is interested in the mini Grand central concept proposed to the board last month, and is currently in the same plaza as Fabricare on Post road, and will work on this proposal with Mike Astorino of Fabricare, who presented this concept to the board last month.

5. Approval of Minutes: Matt Prohaska motioned, seconded by Joanne Sheehan to approve the Special Meeting and Monthly Meeting Feb 28, 2013. Motion carried unanimously.

6. Correspondence/Email/Invoices: None

7. New Business:

Walk a Mile in Her Shoes- Chief Gary MacNamara.

Cindy gave a brief overview of the request from the police Chief in reference to a walk to bring awareness to violence against woman. Joanne Sheehan motioned, seconded by Matt Prohaska to approve the use of the parking lot April 27 as long as they clean up following the event. Motion carried unanimously.

8. Old Business:

a) Solar update-

Scott Thompon and Craig Harrigan went into further detail regarding the proposed solar project. The BOE needs to provide a non-binding letter of intent to purchase power from Encon. Panels should produce 1.2 million kwt hrs which would equal approx. \$75,000 savings per year. Cindy noted structure of solar panel will be at a height that DPW plows cannot fit under. Cindy will confirm with DPW that this will not be an issue. One structure will have EV level 1 multiple units in covered permit area to use with extension cord and in day parking area. EV level 2 same as Fairprene – use the cord on the charger. Encon offered the Parking Authority per month for 20 years to offset utility costs. P.A will not lose any parking spaces. Time line was reviewed. They will abide by town “snow ordinance”. Encon owns panels for the 1st 20yrs. After the 20yrs the town owns the panels. Life expectancy of the panels is minimum 30 yrs, and the steel structure 40yrs. Estimated maintenance cost to the town after the 20yrs is approx. \$5000.00 per year.

Cindy showed a map of the area and noted that the proposed structures will be partially on state owned property. Encon will work with Ed Boman and keep the structures all on Town property.

a) Sub Committee reports:

Finance- Monthly day ticket summary attached.

Property Leases – Cindy reported Yellow taxi is moving ahead and Cindy will contact Town attorney as to who to contact to get the lease drawn up.

Five Year Plan- Matt has a few revenue generating ideas he will get to the committee for review. Cindy will check with Joe D. on TPZ regulations for use of the retaining wall at the Fairfield Center Station NY bound side.

Governance: No report

Permit/Ticket handheld update: Cindy explained options available on permits. Ron Pine motioned, seconded by Matt Prohaska to approve hand tags. Cindy will notify CDI.

Safety Committee- Mary Kay Frost mentioned cameras need to be adjusted. Cindy will notify PD.

Communications- No report

Joanne Sheehan motioned, seconded by Mary Kay Frost to go into Executive Session at 10:15pm Motion carried unanimously.

Public Session resumed at 10:28pm. No motions or votes were taken in Executive Session.

Being no further business Joanne Sheehan motioned to adjourn at 10:30pm seconded by

Mary Kay Frost. Motion carried unanimously.

Respectfully Submitted by

Jude Fitzgerald, Recording Secretary