

PARKING AUTHORITY MONTHLY MEETING

June 17<sup>TH</sup>, 2013, second floor conference room

Sullivan Independence Hall, 725 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

**Present:** Cindy Placko –Manager of Parking Authority:

**Absent:** Joseph Devonshuk-Director of TPZ

**2. Pledge of Allegiance:**

**3. Chairman’s Report:**

Ron Pine reported that the painting job that was done at the Fairfield Station looked great. The New Permit was shown and everyone present was very happy with the outcome.

**4. Managers’ Report**

Cindy reported very busy doing permit s. Cindy so far collected \$8,250 for 32 permits at Southport and \$117,780 for permits at Fairfield Train station. Cindy did mention a printer for permits only and the board agreed this would be fine and would leave it up to Cindy to purchase with a cap of \$500.00. Auditors will meet with Cindy on August 26<sup>th</sup> 2013.

**5. Approval of Minutes – Monthly Meeting May 30<sup>th</sup>, 2013.**

Since no minutes were available they are tabled until next month July 25<sup>th</sup> 2013

## **6. Correspondence/Email/Invoices:**

Allen Marks-permit request

Cindy brought forth a request from Allen Marks regarding the renewal of his permit.

After discussion the board recommended Cindy contacting Allen Marks and suggesting going to Fairfield Metro North for 6 months and then come back to us if his circumstances allow within the 6 months. Chairperson Ron Pine mentioned there is a meeting on June 27<sup>th</sup> regarding a 1.5 million grant to beautify the Fairfield Metro North station.

## **7. New Business: No report**

## **8. Old Business:**

a) **Solar update-** Manager Cindy Placko will follow up again with Ed Boman regarding the lighting underneath the solar panel and report back to the board.

### **a) Sub Committee reports:**

**Finance-** No report.

**Property Leases** – Joanne reported she got Yellow Cab's proposed lease from Atty. Plotkin and was not happy with it. A lot of information in there did not pertain to the request of Yellow Cab setting a phone up outside the Fairfield train station. Joanne said there has to be a time limit for responses pertaining to the leases that are sent to him as well as the Town Attorney Stanton Lesser. The board would like to have the Town Attorney speak with CT. DOT regarding a deadline of June 28<sup>th</sup> 2013 for action on our 3 leases.

**Five Year Plan-** No report

**Governance:** No report but would like to go into Ex Session regarding part time employees evaluation.

**Permit/Ticket handheld update:** Everything Ok

**Safety Committee:** No report

**Communications-** Matt is working on a sign to notify the commuters that the Shuttle service will end on July 3<sup>rd</sup> 2013.

Joanne Sheehan motioned, seconded by Mary Kay Frost to go into Executive Session at 8:25pm  
Motion carried unanimously.

Public Session resumed at 8:50pm. Chairperson Ron Pine reported that there was a motion taken in Private Ex. Session made by Joanne Sheehan, seconded by Matt Prohaska to hire 2 seasonal part time staff to help with new permit software input. Motion carried unanimously.

Being no further business Matt motioned to adjourn at 8:55pm seconded by Joanne Sheehan.

Motion carried unanimously.

**Respectfully Submitted by**

**Jude Fitzgerald, Recording Secretary**