

PARKING AUTHORITY MONTHLY MEETING

July 25th, 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	Present
Mary Kay Frost	Present
Matt Prohaska	Present

Present: Joseph Devonshuk-Director of TPZ: Cindy Placko –Manager of Parking Authority:

2. Pledge of Allegiance:

3. Chairman’s Report:

Ron Pine reported: Another of President’s Obama’s stimulus projects was completed in Spt. We now have a shelter on the platform on the NH bound side of the Spt. station. Ron reported on the meeting he had with First Selectman Michael Tetreau ref. leases and working with State.

4. Managers’ Report:

Cindy reported we got the Member Equity distribution check from CIRMA -\$1442.00(3yr total now \$4,556)

Cindy thanked the Board for the seasonal help and what a great help they were to get the vehicle registration input done. Bulk of permits was done by 7/16/2013. In addition: having problems with the heat and the permits curling, which Cindy reported straight away to the PD and CDI. New Shipment being sent to CDI and will be tested. CDI will void the ones that were mailed out of the system, and record the replacement numbers. She said it will take 3-4 weeks. Permit totals as of 7/22/ Spt. \$55,550 Ffld. \$663,000 Total \$718,550.00

Day parking totals \$415,118.33-worksheet attached. Yellow taxi’s phone had been installed. Atty. Ellery will finish up lease and Cindy should have it by tomorrow. The GBTDF grant application has been re submitted and certified by the DOL and they hope to have funds available to draw from in approx. a month-waiting for FTA approval. Hope to be able to do balance of plantings and get our signs maybe in the fall.

Cindy gave an update on the solar project which is now financially viable. There will be LED lights under the carport. They will try to restructure the position of the structure so it is all Town property. ENCON will give us some dates to possibly visit an existing facility. More detail to follow at the August meeting. Gen schedule: Sept 2013 approvals, April 2014 design and Permits: June-August 2014 Construction completed by Nov 2014.

5. Approval of Minutes – Monthly Meeting May 30th, 2013, June 17th 2013

Matt Prohaska motioned, seconded by Pat Carroll to approve the May 30th 2013 and June 17th minutes.

Motion carried with 1 abstention ea mo. for May- Mary Kay Frost and Pat Carroll for June.

6. Correspondence/Email/Invoices:

Ken Martin- Colony Grill Race: Joanne Sheehan motioned seconded by Mary Kay Frost to approve the request as submitted for Fairfield Train Station use, North side, November 10th 2013 with the stipulation that they provide certificate of Insurance and clean up afterwards. Motion carried.

Shuttle service: Wm DeFazio, Cynthia Greenleaf, Sally England.

Cindy received letters/emails regarding the discontinuation of the shuttle service over the summer. After a discussion, the board would like Cindy to draft a letter to explain to the concerned commuters that the shuttle service will not run over the summer.

7. New Business: Manager Contract- to be discussed in Ex. session.

8. Old Business:

a) **Solar update-** Done under Manager's report.

a) Sub Committee reports:

Finance- Attached to the Board packet is the day ticket monthly summary.

Property Leases – Atty Ellery to submit Yellow Cab's Lease for pedestal phone in Ffld NH. Nauti Dolphin still unresolved.

Five Year Plan- Purchase display bulletin boards- Manager requested the purchase so we have a designated area for important notices. The board discussed and would like to hold off until they see where the financials are next month.

Governance: Matt Prohaska's term will be up in November.

Permit/Ticket handheld update: Cindy has contacted the Police Dept to make them aware the specials are not always downloading the tickets. CDI said training will be made available next week so everyone understands the process and follow through with it.

Safety Committee: Ron is going to check on the monitor at the train station.

Communications- Matt reported would like to start up Parking Authority's own face book page. Board thought this was a great idea and another great way of communicating with our commuters. Joe Devonshuk will check how the Town did their face book page.

Joanne Sheehan motioned, seconded by Mary Kay Frost to go into Executive Session at 9:00pm
Motion carried unanimously.

Public Session resumed at 9:55pm. Chairperson Ron Pine reported that no motions were made and no votes were taken.

Being no further business Matt motioned to adjourn at 10pm seconded by Joanne Sheehan.

Motion carried unanimously.

Respectfully Submitted by

Jude Fitzgerald, Recording Secretary