

DERBY MUNICIPAL PARKING AUTHORITY

Minutes

(meeting taped)

Special meeting: Tuesday, March 10, 2014 in the Derby City Hall lower level lounge.

Meeting was called to order at 6:30 p.m.

By roll call, members present: Joseph Moore, Richard Bartholomew, Delphine Krezel and Anthony Szewczyk. Jack Moran was excused.

Parking Authority Director Leo Moscato was present. Mayor Anita Dugatto was also in attendance.

PUBLIC PORTION: The chair stated that the public would be allowed to speak a maximum of 4 minutes.

Tom Lionetti understood that the shuttle will stop operating on Wednesday. He indicated that the Senior Center is having a St. Patrick's Day luncheon and the seniors are very concerned that they will have to walk from the lower lot to the Center. He encouraged the Authority to take whatever measures necessary to provide the necessary transportation for the seniors.

Mayor Anita Dugatto reviewed a timeline of the recent events involving the closing of the parking garage. The Board of Alderman closed the garage on February 27th citing safety concerns. She then spoke to Mr. Moore and Mr. Moscato seeking alternative plans so as to help the contracted users and the local patrons. With no plan offered, she called Valley Transit and negotiated for a shuttle to offer service from the lower Caroline Street lot to the parking garage – free for the first week. Public Works plowed the lower Caroline Street parking lot. She met with local businesses on February 28th as they expressed concern for the anticipated weekend patron use. She noted that the meters were covered on Saturday. Subsequent, she sent an email seeking the Parking Authority to cover shuttle costs moving forward. She enlisted the services of Prime AE Group, Inc. of Rocky Hill, CT to inspect the structure and provide their findings to the Board of Alderman. They toured the structure on February 28th and March 1st and presented their report on March 3rd identifying 64 areas of concern. She spoke with the Authority about the findings and was told it would be approximately 4 weeks to receive a netting product to be installed. With concerns of the garage being closed for 4 to 5 weeks she took emergency action. She approached a local business, IDA International on Roosevelt Drive. IDA indicated that they had excess materials from other façade projects they have facilitated and they were confident that the placement of the materials over the deteriorated concrete would relieve the risk of fallen materials. They were authorized by her to perform the installation on Saturday, Sunday and Monday (March 8-10). The engineer was asked to inspect the work done and offer a report to the Board of Alderman.

At this point the chair noted that the time limits had been exceeded. The Mayor provided no further information.

No one else came forward and the public portion was closed.

Discussion and possible action on shuttle service - The shuttle service will cost \$65 per hour. There is no timetable available as the Board of Alderman has yet to act of reopening the garage.

Motion made by Delphine Krezel and second by Anthony Szewczyk. Move that the Parking Authority Chairman and a member of his choosing, meet with the Mayor and/or her designated representative, no

later than Noon tomorrow, Tuesday, March 11, 2014 for purposes of negotiating the continuation of shuttle services with Valley Transit. Motion carried unanimously.

Discussion and possible action on review of material for use in garage – Mr. Moscato reviewed the research undertaken to obtain a netting material that could provide the necessary coverage. He prepared a report of action to the Board of Alderman dated March 9, 2014.

1. Aldermen request – information, specifications, and estimate and time table.
2. Spoke to Grainger engineers regarding type, size and proper material needed to install in ramp garage at 2 Thompson Place.
3. Spoke to and communicated via email with Kiran Patel, city hired engineer, to analyze and approve netting specifications.
4. Engineer has reviewed specifications and forwarded written approval.
5. Engineer has assured me he will be present the day material arrives at parking garage to advise the Derby Parking Authority and approved contractor of proper hardware necessary and instruction to install material.
6. Timeline – Upon ordering debris netting there will be a 2 week lead time to custom manufacture product. There will be a 2 day transportation window.
7. Installation of drive lanes will be performed immediately to allow for parking facility to open. Parking slots will be cordoned off until installation complete.
8. Contractor estimate enclosed
9. Included in packet is all information contained in this report.

Mr. Moscato stated that he filed the report with the Town Clerk today so that it would be available to the Board of Alderman prior to their meeting.

Mr. Szewczyk noted that the intent is to secure the netting to the I-beams with clips. The I-beams are structurally sound. The emergency work being done by the local contractor as per the Mayor is securing their material directly to the concrete slab, a surface that is showing deterioration.

Motion made by Delphine Krezel and second by Anthony Szewczyk. Move that the City's Engineer, Kiran Patel, be requested to come to the garage to inspect and approve the materials ordered as soon as they arrive. Further, that Mr. Patel meet with our contractor on its proper installation, per engineer's specifications. Motion carried unanimously.

Discussion and possible action on contractor approval for emergency repair – Mr. Moscato stated that DiGiovanni & Sons Construction of Seymour, CT has been retained to perform the repairs. Plans are for the contractor to inspect and chip away any loose materials prior to the netting installation. The work would start in the travel lanes of the garage. They will consult with Prime AE Engineering on the proper installation of the netting material when it arrives. They will then address the parking space areas identified as per the report from the engineer.

Mrs. Krezel noted that Prime AE performed a cursory inspection of the garage prior to preparing their report. The intent is to have the contractor do a more thorough inspection and deal with any loose materials that are found. This cleaning would be done during the time the netting material is being fabricated and delivered. When the netting arrives, the contractor will be able to quickly install said netting because of all the advance work that will have already been done.

Motion made by Delphine Krezel and second by Anthony Szewczyk. Move that the contractor, DiGiovanni & Son Construction, first secure any permits needed, then begin the prep work of chipping off any loose concrete from the ceilings. Further that Mr. DiGiovanni, prior to any installation of netting material, meet with the engineer regarding proper installation methods. Motion carried unanimously.

Discussion and possible action on possible open date of garage – The Authority has tried to be proactive and move the matter forward as expeditiously as possible. The netting material is ordered and plans are in place to accomplish the repairs as soon as possible.

Motion made by Delphine Krezel and second by Anthony Szewczyk. Move that after all areas designated by the engineer are repaired, inspected and approved by him and the Derby Building Inspector, that the garage reopens. Motion carried unanimously.

Executive session – Discussion of personnel matters – Motion made by Delphine Krezel and second by Anthony Szewczyk. Move to enter into executive session at 6:58 p.m. for the purpose of discussing personnel matters during the closure with employees invited to attend. Motion carried unanimously.

Motion made by Delphine Krezel and second by Anthony Szewczyk. Move to return to regular session at 7:10 pm with no action being taken. Motion carried unanimously.

Motion was made by Delphine Krezel and second by Anthony Szewczyk. Move that the meeting be adjourned at 7:10 p.m. Motion carried unanimously.

Respectfully prepared,

Karen Kemmesies

Karen Kemmesies, secretary

“These minutes are subject to the Authority’s approval at their next scheduled meeting.”