

TOWN OF SOUTHTON
PARKING AUTHORITY
REGULAR MEETING
APRIL 1, 2010

The regular meeting of the Southington Parking Authority was held on Thursday, April 1, 2010 in the Council Chambers of the Southington Town Hall, 75 Main Street, Southington, CT. The meeting was called to order by Chairman John J. Solury, Jr., at 2:02PM.

The Pledge of Allegiance to the American Flag was recited by all present.

Roll Call

Present were John J. Solury, Jr. Chairman, Dolores Babkirk-Rodrigues Vice Chairman and Commissioners Thomas DelSanto and Mark Dziubek.

Approval of Minutes of March 4, 2010

Mrs. Babkirk-Rodrigues made a motion to approve the minutes of the March 4, 2010 meeting as presented. The motion was seconded by Mr. DelSanto. The Chairman called for a roll call vote: Solury-yes, Babkirk-Rodrigues-yes, DelSanto-yes and Dziubek-yes.

Approval of Minutes of March 19, 2010

Mrs. Babkirk-Rodrigues made a motion to approve the minutes of the special meeting held on March 19, 2010 as presented. The motion was seconded by Mr. DelSanto. There was no discussion. The Chairman called for a roll call vote: Solury-yes, Babkirk-Rodrigues-yes, DelSanto-yes and Dziubek-yes.

Public Communications

None

Commissioner Communications

Mrs. Babkirk-Rodrigues reported on her employee parking at the YMCA project. She has contacted John Meyers, who asked for a hold harmless agreement. She contacted Town Attorney Mark Sciota who forwarded the hold harmless agreement to her and she forwarded it to John Meyers. When she receives the official approval from the Y, she will contact the restaurants in the area. There was a discussion about merchant participation. Commissioner DelSanto is disappointed that more area businesses are not willing to take advantage of this plan to open up customer parking in the municipal lots.

Submissions of Bills and Payments

The stenographer's bill is filed for payment.

OLD BUSINESS

Signs

Commissioner DelSanto reported that he has spoken with the Town Attorney Mark Sciota about placing simple red P signs on some of the lampposts to mark off-street parking. Size is an issue.

He also reported on the status of the sign project. The signs have been delivered and placed, or replaced according to plan, by the Park Department. There are three left over and they are stored at the Park Department. Commissioner Dziubek suggested that the Park Department and crew should get a thank you letter for their prompt attention to this. Commissioner Babkirk-Rodriques will draft the letter.

There was some discussion about the two hour parking signs in the Bank of America lot. This area needs to be marked more clearly with stable signage.

The large 3'x 5' signs posting general rules and regulations of the municipal lots was discussed. They are quite imposing and some wonder if it is necessary for them to be there. Commissioner DelSanto notes that they post rules that prohibit some activities in the lots and facilitate enforcement by the police.

NEW BUSINESS

Spring Clean-up and Maintenance contract

Chairman Solury announced that the bids for this contract were due today at the Town Manager's office. He was present while they were opened. There are 17 bids received. One was disqualified as anonymous. A master list was presented to each commissioner. The bids were distributed among the commissioners present and voting. The RFP was reviewed. Each bid was perused by a commissioner, the numbers verified, the criteria checked and compliance with RFP instructions noted. Then, each bid was presented to the group by the reviewing commissioner. Not all bids presented included figures for three years.

Each bid was discussed individually. Following a long process, the three lowest bids were set aside for final review and discussion. The lowest overall bid was submitted by Schmidt Lawn Care of Southington. The information was nearly complete to the RFP, lacking only the hourly rate for emergency clean up. It included several local references, a list of employees and the company's verification of official equal opportunity employer status. A three year projection was included.

Commissioner Dziubek made a motion to award the Clean Up and Maintenance contract to Schmidt Lawn Care of Southington in the amount of \$5180 for the year 2010, \$5180 for the year 2011 dependent upon satisfactory performance in 2010, and \$5230 for the year 2012, pending satisfactory performance in 2011, determined by the Southington Parking Authority. The Chair will verify the emergency call rate before official notification. This motion was seconded by Commissioner DelSanto. The Chair

called for a roll call vote: Solury-yes, Babkirk-Rodriques-yes, DelSanto-yes, Dziubek-yes.

Use of Municipal Parking Lot

1. Ride-4 Justin

There is a request for the use of the 98 Main St. lot on Sunday, May 2 for this annual event. They plan to use the parking lot for overflow parking if it is needed. Registration time is 8-10AM followed by the ride and then there is a dinner following that. This event was approved last year and there were a few issues, which were discussed by the commissioners. Commissioner DelSanto made a motion to approve this request, with the following stipulations: (1) the organizers must notify the surrounding businesses by letter at least 10 days before the event (with a copy to the Parking Authority), and (2) barricades or reserving of spaces in the municipal lot will not be allowed. The motion was seconded by Commissioner Babkirk-Rodriques. The Chairman called for a roll call vote: Solury-yes, Babkirk-Rodriques-yes, DelSanto-yes, Dziubek-yes.

Parking Waivers

None

Miscellaneous

Chairman Solury spoke about some damaged curbing noted in the D'Angelo and the Riccio Way lot during the spring walk. The lots also need to be swept. Solury spoke with George from the Highway Department recently and he reports that they are in the process of fixing the curbing and the municipal lots will be addressed soon after town streets. The Highway Department will be sweeping the lots during the early morning hours when they are empty. Solury also readdressed the two hour parking sign situation in the Bank of America lot. The signs are not clear and can be manipulated so that the police have difficulty enforcing them. There was some discussion about placing center islands with plantings so that the signs can be properly placed in the ground. It will be more aesthetic, as well. There should be no loss of parking spaces and the access and egress must be maintained. Chairman Solury asked for a commissioner to take on this project and Commissioner DelSanto made a motion to ask Commissioner Florian to chair the island project in the Bank of America lot. The Town Engineer will need to be contacted. Commissioner Babkirk-Rodriques seconded his motion. The Chairman called for a roll call vote: Solury-yes, Babkirk-Rodriques-yes, DelSanto-yes, Dziubek-yes.

Chairman Solury suggested a rotating schedule for the striping of the municipal lots. The worst lot right now is the D'Angelo lot at the Congregational Church. The handicapped parking in the front doesn't have the blue square designation on the pavement. Commissioner Dziubek will explore this and solicit some informal quotes for this work and report back to the commission.

Following a discussion about the handicapped spaces in the D'Angelo lot, it was decided that they would remain as they are.

The Paul Gregory lot was discussed. The Parking Authority is anxious to have this parking available for Southington shoppers. Mr. John Mayo did indicate at the time of his petition for parking waivers that he was anxious to complete the lot and planned to do so promptly. Chairman Solury expressed his disappointment with Mr. Mayo's failure to keep his word to the commission. Legally, however, he has several years to comply. Commissioner DelSanto commented that the Parking Authority should have appeared at the Planning and Zoning meeting when this project was presented.

Adjournment

Adjournment was called for at 4:25PM by Commissioner Babkirk-Rodriques. All commissioners present and voting were in favor of adjournment.

John J. Solury, Jr.
Chairperson
Parking Authority
Town of Southington