

**MINUTES OF THE MEETING OF THE DANBURY PARKING AUTHORITY
PARKING AUTHORITY OFFICE 8:15 AM MARCH 26, 2009**

In compliance with Connecticut General Statute § 1-225, these minutes are being provided for informational purposes and are subject to approval of the Parking Authority Board of Directors at its next regular meeting.

PRESENT: A Peter Damia, Frank Cappiello, Robert Steinberg, Mark Chory, Jeff Carrine
Debbie Pacific and Tricia Cumpston

The meeting was called to order at 8:18 AM.

- 1) **Minutes of the previous meeting:** A motion was made by Robert Steinberg and seconded by Jeff Carrine to accept the January minutes with the following amendment:
New Business: Mark reported that the Governmental Entities Board met and recommended that the Parking Authority be extended for an additional 5 years. Their recommendation will be brought before the Common Council for approval.
The motion passed unanimously.
- 2) **Financial report:** A motion was made by Frank Cappiello and seconded by Jeff Carrine to accept the February financial statement as presented. The motion passed unanimously.
- 3) **Chairman's report:** Peter shared with the Board a letter from the Director regarding her position with the Authority and thanked her for her thoughts.
- 4) **Director's report:**
 - a. Handbook: It was reported that Debbie is working to update the current employee handbook. New procedures and policies will be added and brought before the Board for approval.
 - b. ParkSmart Meters: Debbie reported that an additional 30 ParkSmart meters were added to the street last month. Two hundred twenty-four of our 421 meters now accept the ParkSmart card.
- 5) **New Business:** None
- 6) **Old Business:** None
- 7) **Adjournment:** A motion was made by Frank Cappiello and seconded by Jeff Carrine to adjourn the meeting at 8:56 AM. The motion passed unanimously.

Respectfully Submitted,
RECEIVED FOR RECORD
Frank Cappiello, Secretary

2009 MAR 31 P 1:34

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