

**CITY OF NORWICH  
NORWICH PUBLIC PARKING COMMISSION**

The following are the minutes of the Regular Meeting of the Public Parking Commission held at 12: 00 PM, January 11, 2022. The meeting was conducted remotely by telephone, in accordance with Executive Order 7B.

**PRESENT:** Ms. Stacy Gould, Ms. Tracey Burto, Mr. Sean Ryan,  
Mr. Tucker Braddock and Mr. Swarnjit Singh

**ALSO :** Ms. Mary Riley

**ABSENT:** Mr. Jeffrey Lord & Mr. John Salomone

**In the absence of Mr. Lord, Ms. Rizzuto called the meeting to order at 12:08 pm, noting a quorum was present.**

**WELCOME NEW MEMBERS:**

Ms. Rizzuto welcomed Ms. Tracy Burto and Mr. Swarnjit Singh to the Commission. A brief explanantion of the Commission's purpose and goals was stated and both new members were pleased to introduce themselves. All members agreed that they are looking forward to a successful term.

**PUBLIC COMMENT: NONE**

**APPROVAL OF MINUTES:**

A motion was made by Mr. Ryan to approve the minutes of the NPPC meeting held on September 21, 2021. The motion was seconded by Mr. Braddock. The vote was unanimous to pass the motion.

**ROLL CALL VOTE:**

Ms. Gould – yes  
Ms. Burto - yes  
Mr. Ryan - yes  
Mr. Singh – yes  
Mr. Braddock – yes

**APPROVAL OF FINANCIAL REPORTS:**

A motion was made by Mr. Braddock, second by Mr. Singh to accept the NPPC Financial Reports from September 2021 – December 2021, as submitted.

The motion was voted on and passed unanimously.

**ROLL CALL VOTE:**

Ms. Gould – yes

Ms. Burto - yes

Mr. Ryan - yes

Mr. Singh – yes

Mr. Braddock – yes

**ANYTHING ELSE BROUGHT BEFORE THE COMMISSION:**

Ms. Gould asked whether the Commission had been contacted regarding any new parking arrangements with the MEB. The original parking agreement had expired in October 2021. Ms. Rizzuto stated that there has been no new information from the MEB. It was requested that a letter be written to Corporation Counsel asking for information related to any new parking requests.

Ms. Rizzuto stated she would compose and mail the letter as soon as possible.

Mr. Braddock brought up the condition of the ITC stairwells. He was assured that DPW cleans the stairwells at least twice a week. A mention was made of someone sleeping in the far stairwell, Ms. Rizzuto stated that DPW personnel will not approach the person and no one else should either. The Police Department should be called to remove the person. A suggestion was made to lock the far stairwell and leave the Lobby side stairwell open until 8pm. Mr. Braddock will get the details related to business hours in the area and the doors will be locked accordingly. Ms. Burto suggested that signage be placed indicating No Loitering. Public Works will be notified of the request and signs placed in the stairwells, garage and doors.

Mr. Ryan asked about the payment plan granted at the September meeting. He was informed that the last payment was made in October. He suggested a gentle reminder be sent if no payment is received in January.

Mr. Singh suggested that signage be updated in the garages, indicating that they are available for night and weekend parking. He was assured that the hours of parking restrictions are clearly signed in the garages, but the signage would be looked at for updating.

**ADJOURNMENT:**

Having no further business to discuss, a motion was made by Mr. Braddock, second by Ms. Burto to adjourn the meeting.

Motion voted on and passed unanimously.

**ROLL CALL VOTE:**

Ms. Gould – yes  
Ms. Burto - yes  
Mr. Ryan - yes  
Mr. Singh – yes  
Mr. Braddock – yes

Meeting was adjourned at 12:44 pm.

Respectfully Submitted,

Judith A. Rizzuto, Administrator  
Norwich Public Parking Commission