

**CITY OF NORWICH
NORWICH PUBLIC PARKING COMMISSION**

The following are the minutes of the meeting of the Public Parking Commission held at 12: 00 PM, September 15, 2020. The meeting was conducted remotely by telephone, in accordance with Executive Order 7B.

PRESENT: Ms. Stacy Gould, Mr. Jeff Lord, Mr. Sean Ryan, Mr. Tucker Braddock and Mr. John Salomone, City Manager

ABSENT: Mr. William Nash & Mr. Derell Wilson

Mr. Lord called the meeting to order at 12:00 pm, noting a quorum was present.

APPROVAL OF MINUTES:

A motion was made by Mr. Braddock to approve the minutes of the NPPC meetings held on March 10,2020 and June 17, 2020. The motion was seconded by Mr. Ryan.

The vote was unanimous to pass the motion.

ROLL CALL VOTE:

Ms. Gould – yes
Mr. Lord - yes
Mr. Ryan - yes
Mr. Salomone – yes
Mr. Braddock - yes

MINUTES NPPC MEETING 09/15/2020

APPROVAL OF FINANCIAL REPORTS:

A motion was made by Ms. Gould, second by Mr. Ryan to accept the NPPC Financial Reports from March –August 2020, as submitted.

The motion was voted on and passed unanimously.

ROLL CALL VOTE:

Ms. Gould – yes
 Mr. Lord - yes
 Mr. Ryan - yes
 Mr. Salomone – yes
 Mr. Braddock - yes

RENTAL REDUCTION REQUEST/SOVEREIGN ASSET/ COVID 19:

Due to the COVID 19 economic downturn and State Offices being closed, Sovereign Asset Mgmt requested a reduction in the rental fee for parking spaces used by State employees. The only spaces used since March 2020 have been storage for State vehicles. There has been no employee usage. There was no Federal or State aid received by the management company.

After discussion of the request, a motion was made by Ms. Gould.
 The motion is as follows:

For the months of April through November of 2020, Sovereign Asset Management would be granted a 50 % reduction in the monthly lease fee. The total amount due through November 2020 will be \$35,156.00. This amount to be paid in full by December 31, 2020.

Mr. Braddock seconded the motion. Voted on and passed unanimously.

ROLL CALL VOTE:

Ms. Gould – yes
 Mr. Lord - yes
 Mr. Ryan - yes
 Mr. Salomone – yes
 Mr. Braddock – yes

NPPC 20/21 MEETING SCHEDULE:

2020/2021 NPPC meeting schedule was distributed. No changes to be made at this time.
No action necessary.

CANCELLATION OF NOVEMBER MEETING:

Considering the uncertainty of the pandemic, and that the Executive Orders are still in effect, it was suggested the November meeting of the NPPC be cancelled. As always, if there is anything urgent, we will call a Special Meeting.

Motion was made by Mr. Ryan, to cancel the NPPC meeting scheduled for November 17, 2020.
The motion was seconded by Mr. Lord.

Voted on and passed unanimously.

ROLL CALL VOTE:

Ms. Gould – yes
Mr. Lord - yes
Mr. Ryan - yes
Mr. Salomone – yes
Mr. Braddock – yes

ANYTHING ELSE BEFORE THE COMMISSION:**A. Correspondence from Mr. William Kenny:**

The Commission members were provided a copy of the email and attached letter from Mr. Kenny. His correspondence related to his attendance at the May 2019 meeting of the NPPC where he stated his concerns about NFA students parking in residential areas.

Ms. Rizzuto replied to his email, apologizing for the confusion, but that the Parking Commission does not determine the limits of “on street” parking. Mr. Kenny was assured that his correspondence had been forwarded to the proper departments.

B. Holiday Lobby Closure :

The lobby will be closed November 26 & 27 for the Thanksgiving Holiday .
 For the December holidays, it was requested the Lobby close December 24&25.
 Reopen on Monday, December 28,2020.
 Lobby to be closed on Friday, January 1, 2021, reopen on January 4, 2021.
 Motion made by Mr. Ryan to close the Lobby on December 24, 2020,
 (the only day not considered a City Holiday). The motion seconded by Mr. Braddock.

Motion voted on and passed unanimously.

ROLL CALL VOTE:

Ms. Gould – yes
 Mr. Lord - yes
 Mr. Ryan - yes
 Mr. Salomone – yes
 Mr. Braddock – yes

C. SEAT Ticket Sales:

Ms. Rizzuto informed the Commission members that as of October 5, 2020, SEAT will be re-instituting fares for rides. Mr. Carroll had contacted the office inquiring if we would be willing to open for ticket sales. Ms. Rizzuto informed him that we would be available, so the Lobby will be open as of October 5, 2020. All precautions will be taken and signage placed at the entrances indicating social distancing and masks mandatory for entrance to the building.

ADJOURNMENT:

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

Motion voted on and passed unanimously.

ROLL CALL VOTE:

Ms. Gould – yes
Mr. Lord - yes
Mr. Ryan - yes
Mr. Salomone – yes
Mr. Braddock – yes

Meeting was adjourned at 12:31 pm.

Respectfully Submitted,

Judith A. Rizzuto, Administrator
Norwich Public Parking Commission