



**AGENDA**  
**OPERATIONS COMMITTEE MEETING**  
**March 24, 2025**  
**1:00 PM**  
***This will be a Hybrid Meeting Held via Zoom***  
***and In Person at NHPA's Office at 232 George Street***

Join Zoom Meeting

<https://us06web.zoom.us/j/85219023952?pwd=Rildb0OQRq3CdZAjoMlF5rowatP08Z.1&from=addon>

Meeting ID: 852 1902 3952

Passcode: 724798

One tap mobile

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+13126266799,,85219023952#,,,,\*724798# US (Chicago)

Dial by your location

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- +1 312 626 6799 US (Chicago)
- +1 646 931 3860 US
- +1 929 205 6099 US (New York)
- +1 301 715 8592 US (Washington DC)

Find your local number: <https://us06web.zoom.us/u/kbkzXUWTYL>

**I. CALL TO ORDER**

**II. PUBLIC COMMENT**

**Please notify Fortunata Houde ([fhoude@nhparking.com](mailto:fhoude@nhparking.com)) in advance if you have a desire to speak during the Public Comment section or on a specific agenda item.**

***Please Note:*** This will be a remote meeting. Any member of the public may request, in writing, a physical location and any electronic equipment necessary to attend the meeting in real time no later than twenty-four (24) hours prior to the meeting. Said individual shall have the same opportunities to provide comment or otherwise participate in the meeting as would be afforded if the meeting was held in person with the following exception: Under law, if such person loses the ability to participate because of an interruption, failure or degradation of such person's connection to the meeting by electronic equipment, the committee is not required to adjourn or postpone the meeting. Access can be from anywhere by an electronic device that has Zoom program at the address provided above in the Agenda Notice or by phone at the number set forth above in the Agenda Notice.

### **III. APPROVAL OF THE MINUTES**

**Approval of the Minutes from the February 24, 2025 Operations Committee Meeting**

### **IV. APPROVAL OF MOTIONS OF THE OPERATIONS COMMITTEE**

**A. To approve the March 2025 update of the Security Plan for Union Station and State Street Station presented by the New Haven Parking Authority, including the USTC Code of Conduct Policy (Section 3.2) and USTC Demonstration Response Plan (Section 3.3)**

**B. To approve the March 2025 update of the Facility Emergency Plan (FEP) for Union Station and Station Street Station Presented by the New Haven Parking Authority**

**C. To approve additional funding for REST Pilot with Continuum of Care CT for services through June 30, 2025 in support of outreach, engagement, and emergency housing and care for unhoused individuals at New Haven Union Station**

**D. To enter into an agreement with Frank Capasso & Sons, Inc. for Repairs and Improvements at Union Station Parking Garage New Haven, CT – NHPA Project #23-009**

### **V. MONTHLY STATION AND PARKING MANAGER REPORTS**

**NHPA Campus Manager Monthly Presentation**

- Operations**
- Finance**
- Capital Projects**
- New items this month**

### **VI. CAMPUS PROJECTS**

**Enabling Project – Phase 1 #23-051**

**Draft Schematic Design presented 2/21/25 with pricing submitted 3/7/25**

**Comments on SD due 3/21/25**

**Next meeting of subcommittee scheduled for 3/21/25**

**CTDOT-SHPO coordination meeting notes shared 3/7/25**

**Repairs and improvements (State of Good Repair) Station #23-020**

**Invitation for bids released 2/19/25**

**Bids received 3/19/25 and shared with OC**

**Repairs and Improvements (State of Good Repair) Garage #23-009**

**Invitation for bids released 1/30/25**

**Bids received 2/27/25**

**Pre-Award Review held 3/14/25  
OC vote scheduled for 3/24/25**

**Interior Wayfinding #23-054**

**Final design development submission review meeting held 12/2/24  
Finalizing bid documents for construction  
CTDOT-SHPO coordination meeting notes shared 3/7/25**

**East Lot**

**RFQ closed 5/15/24  
Environmental Subsurface Boring started week of 3/17/25  
RFP ongoing**

**West Lot #0301-0562**

**CTDOT 30% design kick-off held on 12/3/24  
30% design second meeting held 2/14/25  
Environmental Subsurface Boring to start week of 3/31/25**

**VII. MONTHLY BROKERAGE MANAGER REPORT**

- Rail Providers relocation design included in Enabling Project RFP**
- Amtrak next meeting scheduled for March 25<sup>th</sup> at 1PM on-site**
- NHPA to meet with City of New Haven to review office lease template**
- BESB spaces needs meeting 12/5/24, awaiting comments from BESB**
- Month-to-Month agreements in place for all Leaseholds at Union Station**

**VIII. NEW / OLD BUSINESS**

- Security Plan final draft to be voted on during OC meeting 3/24/25**
- Facility Emergency Plan (FEP) final draft to be voted on during OC meeting 3/24/25**
- Homeland Security Walk-Through & Cyber Security Assessment for Union Station 1/29/25; report received by NHPA for review.**
- Table Top Exercise with Emergency Operations Center and first responders to be scheduled pending approval of FEP**

**IX. EXECUTIVE SESSION**

- Not Anticipated to be Used**

**X. ADJOURNMENT & CAMPUS TOUR (FOLLOWING)**