

**METUCHEN PARKING AUTHORITY**  
**MARCH 15, 2016 MINUTES**

**PRESENT:**

Commissioners: Leonard Roseman, John DeFoe, Anthony Campisi and Richard Dyas  
Borough Council Liaison:  
Chamber Liaison:  
Legal Counsel: Daria Venezia  
Executive Director: Thomas Crownover

**SPECIAL GUEST:**

Dorothy Mohr, widow of Robert Mohr was honored with a bronze plaque in tribute to his 40 years of service to the Authority and Metuchen.

**MINUTES:**

Mr. DeFoe moved acceptance of the minutes, was seconded by Mr. Dyas and approved unanimously.

Visitor, Evelyn Grant commented on the Authority Webpage noting December minutes had not yet been posted.

**BILL LIST:**

Mr. Dyas questioned the repair to the new truck. Mr. Crownover responded that it was damaged during the blizzard and the JIF insurance had already paid the loss.

The Bill List was moved by Mr. DeFoe, seconded by Mr. Dyas and approved unanimously.

**CORRESPONDENCE:**

Mr. Roseman discussed meeting with Fred Hall of DPW and his need for a new sweeper. The meeting included a demonstration of the Night Hawk Osprey vacuum sweeper. Mr. Roseman concluded that helping DPW acquire a large street sweeper should be a priority. A smaller sweeper for our parking lots could be considered down the road. A new DPW street sweeper can do Halsey lot weekly. The deck will be cleaned by Nexus who was looking at a new broom sweeper later that week. Ms. Grant complained about cigarette butts along the cemetery walk. Butt receptacles along the path were requested.

**FINANCIAL REPORTS (Subject to Audit):**

The financial reports were reviewed. Mr. Crownover noted the reduced revenue without Pearl. Parkmobile's revenue was reported on the Revenue Comparison Report as "daily" revenue. Mr.

Dyas asked about 2016 budget and Mr. Roseman responded, discussing lot usage and a rate increase. Mr. DeFoe noted our expectation of annual revenue of \$900,000 without Pearl.

**FEBRUARY INCOME: \$153,319.74; YEAR TO DATE INCOME: \$224,454.53**

**EXECUTIVE DIRECTOR'S REPORT:**

The 2016 Budget will be handled in New Business by resolution.

We acquired a new striping machine to redo parking space lines throughout Metuchen and in our parking lots.

New Brunswick Parking Authority sells the IPS credit card meter at \$480 each or \$96,000 for 200 meters. (Current electronic meters cost \$150 by comparison.) One alternative is kiosks for pay by space or pay and display. The IPS meters provide a screen display able to provide data to customers. In addition they facilitate enforcement by identifying specific overtime meters and have an optional sonar detector feature to relay which spaces are vacant and zero's out the time when each car leaves. Ms. Venezia said New Brunswick's IPS meters do not take the new chip cards. Chairman Roseman asked the director to research competitors of IPS to better understand the technology. Can they increase revenue or will the Verizon and card processing transaction fees reduce revenue? The Director noted that the office was moving to 120 – B Liberty Street the following day. The four way stop at Pearl and New streets was rejected. A meeting to address traffic upon the opening of the new deck will be at Borough Hall. The Director will distribute the Maser report that became available today. Whole Foods was discussed.

Mr. Roseman commented on the parcel of land near TD Bank and Memorial Parkway with the thought of parking 20 cars there. The Borough is expecting to take title to it soon.

**OLD BUSINESS:**

**NEW BUSINESS:**

A renewal of the Parkmobile contract was presented. The Commissioners authorized the Chairman to execute the contract if compelled to by time constraints. Mr. DeFoe moved approval of this authorization which was seconded by Mr. Dyas and approved unanimously.

The 2016 Budget adoption resolution was discussed and moved for approval by Mr. DeFoe, seconded by Mr. Dyas and a roll call vote was taken with Chairman Roseman and Commissioners Campisi, Dyas and DeFoe voting in favor with no abstentions or no votes.

A lease for the new garage / office space at 120 – B Liberty Street was presented. A motion to approve the lease and authorize the Chairman to sign it was made by Mr. Campisi, seconded by Mr. Dyas and a roll call vote was taken with Chairman Roseman, and Commissioners Campisi, DeFoe and Dyas voting in favor with no abstentions or no votes.

**REPORT OF COUNCIL LIASION**

**CHAMBER OF COMMERCE:**

**ADJOURNMENT**

Mr. Campisi moved adjournment was seconded by Mr. Dyas and approved unanimously.

Respectfully submitted,  
/s/ Thomas Crownover