

METUCHEN PARKING AUTHORITY
MAY 17, 2016 MINUTES

PRESENT:

Commissioners: Leonard Roseman, John DeFoe, Ed O'Brien and Richard Dyas
Borough Council Liaison: Jay Muldoon
Chamber Liaison:
Legal Counsel: Daria Venezia
Executive Director: Thomas Crownover

SPECIAL GUEST:

Bill Phillips of Meter Products, Inc., Paterson, NJ described various pay station and single space meters manufactured by McKay Products of Canada. The single space meter demonstrated by Mr. Phillips was solar powered with cellular connection and is credit card friendly. Each meter can be monitored and regulated by back office software. It also has the capability to use multiple fonts and languages or present retailer offers. Mr. DeFoe asked about expired time. Colored lights are used to indicate status. Bill advised that car departure sensors are not reliable enough to market at this time. His testing of various sensors showed about 75% reliability for pole mounted sensors. Bill's single space meter is designed for easy maintenance and has a useful life of 10 years or more. He advised that until you get up to a dollar or two and hour, transaction fees eat up the revenue. Mr. Crownover noted credit card transaction fees of 13% for \$5/day transaction fees with Parkmobile in our Durham Avenue temporary lot.

Mr. Muldoon asked what makes the single space meter preferable to the pay stations. Bill said part of it was what people are familiar with. Mr. Roseman said that the layout of the Main Street grid was not conducive to using stations. Mr. Crownover asked what made his single space meter superior to the IPS meter. Bill responded that the IPS upward facing control panel allowed moisture to enter the meter and damage it. He also said it had battery problems. IPS has been successful in selling meters in California as they were the first to market credit card meters. Mr. Phillips conceded that until our hourly meter rate reaches several dollars an hour, credit card transactions would be too costly.

Mr. Roseman said we need a single space meter, not for commuters, but for business customers. He focused on maintenance of the machine and Bill said it was easy to keep them running. This individual space meter could handle two auto spaces.

Bill said that Westfield, Milburn and Summit had his equipment. Train station meters might be replaced with Bill products. Mr. Roseman countered that even Main Street rates would ultimately be adjusted to justify enhancing the street furniture with up to date meters.

Mr. DeFoe asked about enforcement information contained on the display. Bill noted it could be, but that many towns have signs for every 25 spaces that provide hours of enforcement and pricing. The cost of the meter including the vault is \$700.00. The decorative sleeves cost about \$100 each but are generally not used on side streets.

Bill advised that the meter comes with a one year warranty. He said single space meters as well as kiosks are modular systems and that service contracts aren't needed. Commissioner O'Brien asked about amortization of costs. Bill said he could provide formulas to calculate that information. Software and paper costs makes the kiosk expensive to maintain.

Mr. Roseman asked about trade-in value of current equipment. Bill is able to take them.

Mr. Dyas moved to suspend the usual order of business to allow public comment. It was seconded by Mr. O'Brien and unanimously approved.

PUBLIC COMMENT

A gentleman appeared to express his complaint that the rate increase imposed by the Authority was unaffordable. He appealed for a moderation of the increase offering his opinion that the size of the increase was unreasonable. Mr. Roseman responded that the increase was thoroughly considered. The parking deck required its rate to amortize the debt incurred to build it. The surface lots are on valuable land that is ultimately the property of Metuchen taxpayers. Even the new rates require Metuchen taxpayers to subsidize parking. The Authority makes annual payments to the Borough to reflect that value and reduce Metuchen's real property taxes.

Mr. Ernest Docs asked about sidewalks on Lake Avenue closed off by Pearl construction. He asked if Amtrak was responsible for sidewalks. Mr. O'Brien said that DOT blocked putting a sidewalk on the west side of the Lake Avenue bridge. DOT was not willing to connect a sidewalk from TD Bank to the dialysis center.

Mr. Dyas moved to the return to the regular order of business, was seconded by Mr. DeFoe and approved unanimously.

MINUTES:

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

BILL LIST:

Mr. Dyas moved to pay the bills, was seconded by Mr. DeFoe and approved unanimously.

CORRESPONDENCE:

Mr. Crownover shared an Email complaining about the rate increase which had been received just before the meeting. Mr. Dyas noted that it raised a safety issue about the garage. It was noted that the garage will be well lit and will have security cameras and 24/7 staffing. The Pearl alleyway to the station was discussed in addition to the cemetery walk from Halsey. A wait list for Halsey would be offered. Mr. Crownover was asked about wait listing non-residents for Halsey. The Director said that we have encouraged all non-residents to apply for the deck. Mr.

Roseman interjected that we should act responsibly in providing parking and not simply evict people from surface lots without consideration. He said that we could bring in help to correlate data to accommodate the 70 or so non-residents presently in the Lake Avenue temporary lot. We must determine where they are leaving to determine where the vacancies are.

Mr. DeFoe asked to whom the Notice was communicated. The handout being created for daily parkers at Durham was discussed. The deck will only have one rather than two means of egress for some time due to construction on Woodmont Way.

FINANCIAL REPORTS (Subject to Audit):

The financial reports were reviewed. Mr. DeFoe questioned to differences between the Income and the Revenue Comparison Report.

APRIL INCOME: \$71,888.83; YEAR TO DATE INCOME: \$307,172.82

EXECUTIVE DIRECTOR'S REPORT:

A 401(k) and a flexible spending account were proposed by Paychex. Neither item was being used by the Borough. The consensus of the commissioners was to provide neither.

Mr. Muldoon noted that the Borough was working on a personnel handbook which may be concluded in the coming week. The Authority may be able to use it as a guide to update its own.

Annual permits and the application of the rate increase were discussed. The Director and Mr. Dyas offered their opinions that the rate increase should not apply. Mr. Roseman and Mr. O'Brien felt they should bear the new rate. The Director said that they were sold a license to park until the end of year. Ms. Venezia would review the printed text on the permit and advise on the issue.

Mr. Crownover asked if we would keep Lake open until July 1, 2016. Mr. Roseman said he would speak to Renaissance on that issue and asked Mr. Crownover to call Friendly's to keep that lot open indefinitely. Mr. Roseman anticipated cooperation for the licensors. He continued that rates for South Main and Memorial should be reviewed with an eye toward accommodating town workers. Mr. Dyas said that new residents in the area of Memorial may increase demand for that parking.

Mr. Roseman asked about Halsey lighting. Mr. Crownover said that the main lights in Halsey are working and it is the cemetery walk lighting that is complained about.

The May 24th signage and wayfinding meeting will be an official meeting of the Authority.

Safety details for the deck opening were discussed. The utility work on New Street was also discussed. The deck opening date is not firmly fixed at this point.

OLD BUSINESS:

NEW BUSINESS:

Daria Venezia introduced a resolution agreeing with the Borough about deck construction and the payment of a grant for that construction. Mr. Dyas moved the resolution, was seconded by Mr. DeFoe and a roll call vote found Commissioners Roseman, Dyas, O'Brien and DeFoe voting yes in favor of the resolution with Mr. Campisi absent.

A separate resolution setting forth the rates for the deck and all surface lots was moved, seconded and adopted by roll call vote with Commissioners Roseman, Dyas, O'Brien and DeFoe voting yes in favor of the resolution with Mr. Campisi absent.

Mr. DeFoe asked about increasing rates at the train station. Mr. Roseman anticipated that Nexus might help us with Transit in doing so.

Mr. Roseman introduced Jane Leal, a prospective commissioner for the Authority.

Mr. Dyas moved to enter closed session to discuss the annual wage review, was seconded by Mr. O'Brien and unanimously approved.

At the end of a closed session discussion, Mr. Dyas moved with second by Mr. DeFoe to return to open session with unanimous approval.

Mr. Dyas then moved to approve a retro-active wage increase to January 1, 2016 of \$100 annually plus 2% for all employees of the Authority. This was seconded by Mr. DeFoe and approved unanimously.

REPORT OF COUNCIL LIASION

CHAMBER OF COMMERCE:

ADJOURNMENT

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

Respectfully submitted,
/s/ Thomas Crownover