

METUCHEN PARKING AUTHORITY
MARCH 18, 2014 MINUTES

PRESENT:

Commissioners: Leonard Roseman, John DeFoe, Rick Dyas, Anthony Campisi and Sean Massey

Borough Council Liaison: Jay Muldoon

Chamber Liaison:

Legal Counsel: James Graziano

Executive Director: Thomas Crownover

Council liaison, Muldoon was given the floor to discuss his concerns. Last night there was a lively meeting focused on how to improve Main Street. Take back Metuchen's Main Street has been created as a facebook page by residents attending the meeting. Steve Epstein of the Chamber of Commerce was present.

Mr. Dyas provided some history. Low interest loans had been available for Main Street façade improvements in the 1990's. Fights about street lamps were over block grants. The development commission was involved in that effort. He noted 33 empty stores existed at one time. Mr. Dyas noted a failure of communication. Fights about the historical districts were hotly contested. People didn't want to be told what color their house should be.

Mr. Muldoon noted a different dynamic – very positive. Mr. Roseman said that Mr. Epstein gave a seminar on what it means to be a small businessman.

MINUTES:

The minutes of the February 18, 2014 meeting were moved for approval by Mr. Massey, seconded by Mr. Dyas and approved unanimously. Mr. Dyas raised the COBRA issue again. Mr. Crownover advised that a responsive reply from the Borough has not yet been received. Mr. Muldoon will follow up with the Borough. The closed session minutes were moved for approval by Mr. Dyas, seconded by Mr. Massey and approved unanimously.

BILLS:

Mr. DeFoe questioned 3 items not on the Bill List. Mr. Crownover advised that they were Woodmont escrow disbursements. Mr. Graziano noted they had been approved for payment at the February meeting. The Bill List was moved for approval by Mr. Dyas, seconded by Mr. Campisi and approved unanimously.

CORRESPONDENCE:

The real estate located at 52 Inn Place came on the market with an asking price of \$230,000. A letter of intent was presented as an offer on this short sale property. Two other offers appear to have been made. Mr. DeFoe asked if an appraisal was needed. In comparison to Wernik Place's

23 spaces, Inn would give 28 spaces at 9X18 with 24 foot drive aisle. Consideration was given to the removal of the existing building. Mr. DeFoe questioned the need for planning/zoning approval. Mr. Massey added that having 30 additional spaces may be needed short term. However, long term we should be reducing off-street surface parking.

Mr. Roseman noted that Mr. Sharlow, owner of property adjacent to Station Place, has plentiful unused parking space. Mr. Massey explained that being a node or hub on the wheel should be transitioned to destination thinking. Mr. Muldoon discussed the development commission. Mr. DeFoe commented on Inn Place that it is unique to us in that it is adjacent to residential property.

The Edison project and Toll Brothers were noted as well as the Juice Bar (electric charging station.) Mr. Roseman said Mike Ciesielka of Nexus would like to meet with the Authority at our next meeting. Mr. DeFoe questioned when the interim parking plan will be devised. Mr. Dyas asked about the availability of the former Cryan property. Mr. Roseman noted the dynamic status of Renaissance. Mr. Graziano anticipates a collaborative effort. Mr. DeFoe viewed all this as a problem.

Mr. Graziano discussed the Amtrak easement involving a 50 foot wide swath of Pearl lot and how that will be handled. He expects Nexus to purchase the necessary rights.

The Nelson / Nygaard draft received consensus approval as final form. Mr. Roseman noted an instance of prosecution for fraudulent use of handicap parking permits. Mr. Muldoon questioned the sufficiency of Handicap parking in our system. Mr. Muldoon asked to set a date for council presentation of the parking study / plan. Mr. Roseman observed that the philosophy of the plan was appealing but practical problems of implementation exist. Mr. DeFoe said the plan addresses parking with less than full consideration for commuters. Mr. Graziano asked how to insure an action plan to accomplish the desired parts of this plan. Mr. Roseman invited the members to bring a list of items they favored to the next meeting. Mr. Massey discussed presentation of the report to the Mayor and Council. Mr. Muldoon recommended bringing various stakeholders to the presentation.

FINANCIAL REPORT:

Monthly Financial reports and the Audit were discussed by Mr. DeFoe. Mr. Crownover noted that 2013 revenue exceeded budget and expenses were under budget. Mr. DeFoe complained that the monthly reports varied from the audit suggesting that payments to lease holders may not have been accurate. Mr. DeFoe felt the monthly reports failed to give us sufficient information to make policy. Mr. Crownover pointed out that the monthly reports are 99% in agreement with the audit, reliable for policy decisions, and that variances result from the auditor's judgment calls. Mr. Roseman stated that our CPA works from cash and is reliable. Mr. DeFoe anticipated Pearl development and questioned our future accounting. Mr. Crownover advised that Pearl development proceeds would be accounted for manually. Mr. Roseman said that the audit and our monthly reports should be in agreement.

February Income: \$94,052.22; Year to date Income: \$187,876.64.

EXECUTIVE DIRECTOR'S REPORT:

Pay By Cell was discussed. Mr. Crownover said the Park Mobile proposal appears incomplete without reference to fees charged for credit card processing. Park Genius by contrast proposes to pay all transaction fees plus those arising from credit card processing for a 20% fee to Genius. For example, on a \$5.00 transaction, Genius would charge \$1.00 with the customer paying \$6.00 and the Authority would receive the same \$5.00 it does presently.

Mr. Graziano observed that he would strike Georgia arbitration and Georgia law as controlling in the Park Mobile proposal. Further consideration is required to sort out Park Mobile's handling of card processing fees. The lack of clarity caused us to table the issue. Having Mr. Marco of Park Mobile meet with us to explain card processing fees was anticipated.

Mr. Graziano advised that we did not need Paychex to create an employee handbook. He will look into revising our present employee guide.

OLD BUSINESS:

None.

NEW BUSINESS:

Approval of the American Legion flea market request for both 5/17/14 and 9/6/14 with following day rain dates was moved by Mr. Dyas, seconded by Mr. Campisi and approved unanimously.

Resolution authorizing payment to be held in escrow of \$25,000 with a purchase price up to \$250,000 for the Inn Place property was moved by Mr. Dyas, seconded by Mr. Massey and approved unanimously.

Mr. Roseman discussed borrowing and the requirement to use bond counsel and seek approval from the Local Finance Board. He anticipated that sufficient funds would be available internally to do the Inn Place transaction.

Mr. DeFoe noted that the Borough contribution formula should be amended to permit retention of any extraordinary funds by the Authority.

Mr. Dyas moved to adjourn and was seconded by Mr. Massey and unanimously approved.

REPORT OF COUNCIL LIASION

ADJOURNMENT:

Adjournment was moved by Mr. Dyas, seconded by Mr. Massey and approved unanimously.

Respectfully submitted,
/s/ Thomas Crownover