

METUCHEN PARKING AUTHORITY
AUGUST 20, 2013 MINUTES

PRESENT:

Commissioners: Anthony Campisi, John DeFoe, Sean Massey Rick Dyas
Borough Council Liaison:
Chamber Liaison:
Legal Counsel:
Executive Director: Thomas Crownover

MINUTES:

The minutes of the July 16, 2013 meeting were moved by Mr. Massey, seconded by Mr. Campisi and approved unanimously.

BILLS:

Mr. Crownover cited the total of Bill List payments to be \$18,291.34. Nelson / Nygaard was discussed by Mr. Massey. A motion to approve payment of the Bills was made by Mr. Massey, seconded by Mr. Campisi and approved unanimously.

CORRESPONDENCE:

Chamber of Commerce notice of change in Director was discussed. The State of New Jersey Employer Contribution rates were noted.

United Public Safety's suggestion of changing our violation processing to leave PATS (parking authority ticketing system) and do it in-house was discussed. Mr. Crownover had talked with New Brunswick which has been doing this for 18 months. The potential is to increase revenue to the Authority by about \$40,000 annually. Mr. Massey recommended that we advise Nelson / Nygaard of this concept. Mr. DeFoe looked forward to hearing Mr. Graziano's take on it. Mr. Crownover observed that New Brunswick processes uncontested violations and puts contested tickets into the municipal court.

FINANCIAL REPORT:

Mr. Defoe said that our financials looked good. Mr. Crownover noted the chairman's desire to see \$103,000 of monthly revenue. So July's approximate \$111,000 helps keep the authority on budget.

Mr. DeFoe asked about our CPA's advice on handling reimbursement of Pearl Development expense. Mr. Crownover passed along Mr. Critelli's response to the issue. His recommendation was to credit the reimbursement as reduction of expense rather than treat it as revenue.

July Income: \$110,789.71; Year to date Income: \$764,646.04.

EXECUTIVE DIRECTOR'S REPORT:

United Public Safety was discussed as part of correspondence.

OLD BUSINESS:

Mr. Crownover suggested that we have a booth at the next town wide fair to perform research by Nelson / Nygaard. Having a Woodmont rep to respond to Pearl Development issues is also desirable. Placing the booth on Authority property might be useful.

NEW BUSINESS:

Mr. Crownover commented that the scan findings by Woodmont last Saturday were benign. The core samples are still in progress.

Mr. Massey discussed parking day. This will involve using a street parking space to publicize bike/walk alternatives. It will take place on a Friday in front of a vacant store. This is not an Authority event or function. It is a community driven event. Mr. DeFoe declined to seek approval for the event since it is outside of the Authority's responsibility. Mr. Massey noted this is an international event.

REPORT OF COUNCIL LIASION

ADJOURNMENT:

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

Respectfully submitted,