

METUCHEN PARKING AUTHORITY
OCTOBER 15, 2013 MINUTES

PRESENT:

Commissioners: Leonard Roseman, John DeFoe and Sean Massey
Borough Council Liaison: Jay Muldoon
Chamber Liaison:
Legal Counsel: James Graziano
Executive Director: Thomas Crownover

At the commencement of the meeting Mr. Massey moved with second by Mr. DeFoe to suspend the regular order of business to accommodate a guest presenter.

GUEST:

Mr. Thomas Maguire of Park Genius, a provider of “pay by cell” technology, presented a proposal to do a three to six month test of his service. A label would be applied to each meter which would provide a telephone number for payment by cell phone. There would be no cost to Metuchen which would receive 100% of the meter rate. PG would add 35 cents to each transaction for themselves. Reports would confirm payment to the Authority of the appropriate amount. Typical commuter transactions of \$5.00 would require a greater fee by PG. This program would be very convenient for commuters, enabling them to add time on their meter throughout the day.

PG is in a test with the City of Tucson and will provide us with results. PG would attach labels and if rejected at end of test, would remove the stickers. Parkers would download the application and use the information on the meter label to process payment. They would indicate the amount of time desired. A list of meter number, rates and time limits would be needed.

Mr. DeFoe questioned enforcement. A ticket issuing device and a Smartphone to check pay by cell would be needed. This would add to enforcement time. Police enforcement in the lots was noted by Mr. Graziano which would create an issue with the introduction of pay by cell. Enforcement error problems are minimized by a customer receipt sent for each transaction, providing proof of payment.

Mr. Muldoon asked about marketing the program to parkers. PG would only provide labels. Communication by the Authority would be needed to communicate the introduction of the program. Flyers on windshields may be adequate. Main Street meter enforcement is by police and outside of Authority jurisdiction. Mr. Massey noted the present work on a parking plan by Nelson / Nygaard. He asked for Tucson data to provide to NN for consideration. The Tucson pilot has 150 meters with over 1,000 parkers who have signed up.

Mr. Maguire mentioned their validation program that allows businesses to pay parking for customers and also to provide email coupons for local businesses. Mr. Roseman noted this program did not require any investment by the Authority.

Mr. Roseman introduced the topic of bike racks. Mr. Graziano suggested we install two on the sidewalk on Main Street Borough property (sidewalk or parking lots) with advice to Transportation and Traffic. Mr. Massey said that the racks are needed everywhere. The Twenty bike lockers at the train station were discussed. Promoting the 5 available lockers on the Authority webpage was requested.

MINUTES:

The minutes, of the September 17, 2013 meeting, as amended to show Mr. Muldoon's attendance were moved for approval by Mr. Massey, seconded by Mr. DeFoe and approved unanimously.

BILLS:

It was noted that LRK and the Wilentz bills were withdrawn from the Bill List in order to seek payment by Woodmont. Mr. DeFoe noted that the check numbers on two items were interchanged on the list. Mr. Massey moved the Bill List for approval and was seconded by Mr. DeFoe. The motion was approved unanimously.

CORRESPONDENCE:

1. Notice of purchase of Official Payments was discussed.
2. Joint Insurance Fund professional coverage for the Authority's attorney and accountant was discussed.
3. Catholic Charities' request was tabled.
4. Zoning notices were reviewed.

FINANCIAL REPORT:

Mr. Roseman noted an increase in meter revenue. Mr. DeFoe questioned if lack of enforcement is causing the decrease in curb revenue. Mr. Graziano asked Mr. Muldoon to discuss this with the police chief. Mr. Muldoon believes the police should not be giving Main Street tickets – that the Authority's enforcement officers should be. Space turnover to free up parking for businesses is the goal of enforcement said Mr. Roseman.

September Income: \$106,119.79; Year to date Income: \$975,683.86.

EXECUTIVE DIRECTOR'S REPORT:

None.

OLD BUSINESS:

The Parking Management Study "Existing Conditions" draft was discussed. Changes are to be communicated to Mr. Crownover who will send them to Tom Brown of Nelson / Nygaard. This will seek input from residents, business owners and officials. Mr. DeFoe said that future technology choices should be compatible with the parking structure. Mr. Massey anticipated that

a draft report may be available in January. Promotion of the survey was discussed. Flyers with a link to the survey were mentioned as well as the station brochure rack.

NEW BUSINESS:

Mr. Roseman noted that the Borough sweeper needed replacement. He thought that a 5 year note could fund the purchase of a replacement. \$180,000.00 is the estimated purchase price. Rather than spending up to \$50,000.00 for a lot sweeper this would keep the town clean and be available for parking lot sweeping. Mr. Roseman cautioned that other issues needed to be taken care of before purchasing a sweeper. This would be superior to outsourcing lot sweeping.

Mr. Roseman spoke with a resident who inquired about Pearl Development. Communicating to the public on the status of the development was desired. Mr. Graziano noted that 22 Sentinel articles about Pearl have been published in the last 2 years. Mr. Massey suggested that the anticipated Pearl items be communicated.

Mr. Roseman asked for a closed session for contract discussions. Mr. Massey moved to enter closed session which was seconded by Mr. DeFoe and unanimously approved.

Return to open session was moved by Mr. Massey, seconded by Mr. DeFoe and approved unanimously.

Resolution 2013-19 was moved for approval by Mr. Massey followed by second of Mr. DeFoe and approved unanimously.

2014 Budget Approval was discussed. Mr. DeFoe asked about the Parking Deck line item. Mr. Graziano said that we need those funds. Motion to approve the proposed 2014 Budget was made by Mr. Massey, seconded by Mr. DeFoe and approved unanimously. A roll call vote recorded approval of the resolution by Chairman Roseman, Mr. DeFoe and Mr. Massey with Mr. Campisi and Mr. Dyas absent.

REPORT OF COUNCIL LIASION

ADJOURNMENT:

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

Respectfully submitted,