

METUCHEN PARKING AUTHORITY
DECEMBER 17, 2014 MINUTES

PRESENT:

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

Mr. DeFoe moved to suspend the regular order of business to consider a proposal by Maser Consulting which was seconded by Mr. Massey and approved unanimously.

Mr. Thomas Herrits, engineer with Maser Consulting listed the qualifications of Jon Jahr. Downtown access had been discussed at a meeting with Mr. Roseman, Mr. Herrits and Sheri Rose Rubin. Mr. Roseman said that access was a community wide issue and that additional drop off traffic at the train station would result from our interim parking plan.

Councilman Ron Grayzel spoke about accessibility issues regarding handicap parking. Ability to navigate in downtown and other public areas has been a source of complaints. Spaces alone do not solve all issues. Significant ADA parking issues exist in Metuchen's downtown street parking as well as parking lots.

Mr. DeFoe asked if the accessibility plan was to be developed. Mr. Herrits said that would be the proposed work to be done.

Mr. Massey discussed Nelson / Nygaard's ability to do accessibility planning and noted the advantage of not being highway engineers. Mr. DeFoe asked why this has become a Parking Authority issue. Mr. Massey responded that our existing management plan contains elements of accessibility planning and urged using Nelson / Nygaard to do accessibility planning. Mr. Muldoon advised that the Borough Council would look to the Authority in the event of accessibility issues arising regarding parking. Mr. Massey said that planning for accessibility would be a proper issue for the Authority. Mr. Roseman offered that pathways and walkways into public buildings is part of the broad issue of accessibility. Mr. Graziano said that the borough engineer might be more appropriate if sidewalks were going to be part of the plan. Mr. Massey again urged that there was sufficient parking space already and that Maser may only advise to add spaces.

Mr. Massey moved to make an accessibility plan part of the Authority's work. After Mr. Dyas seconded the motion, discussion followed. Mr. DeFoe thought that it would not be appropriate at this time. Mr. Dyas recommended Nelson /Nygaard if it was to be done. Mr. Graziano recommended tabling the issue of ADA compliant parking. The motion was tabled until the next meeting. Mr. Dyas moved to return to the usual order of business, was seconded by Mr. Defoe and approved unanimously.

MINUTES:

Mr. Dyas moved the minutes of the November meeting for approval, was seconded by Mr. Massey and approved unanimously.

CORRESPONDENCE

Fireworks to take place in Pearl lot under auspices of the Borough were noted.

Mr. Dyas advised that the Middlesex Avenue traffic would stack up with left turns into Whole Foods. What improvements are needed at the Central Avenue intersection? Mr. Roseman anticipated improvements on Central Avenue.

BILLS:

Mr. Roseman asked that the Borough contribution be reduced to \$450,000 and the additional \$100,000 be presented once available funds are assured. Mr. Graziano suggested the full amount be approved with partial payment immediately and the balance as funds allow. The Maser statement was identified as not to be paid and was eliminated from the bill list. Mr. Massey moved the amended bill list for approval, received a second from Mr. Dyas and was approved unanimously.

FINANCIAL REPORTS (Subject to Audit):

The financial reports were reviewed.

NOVEMBER INCOME: \$101,766.73; YEAR TO DATE INCOME: \$1,132,464.16

EXECUTIVE DIRECTOR'S REPORT:

Mr. Crownover said that space for coin processing was needed in anticipation of the demolition of 25 Pearl Street. Mr. Muldoon suggested The Criterion newspaper for space. Mr. Roseman asked if Borough Hall or DPW could provide space. It was also suggested that the bank handle the coins.

Demolition of 52 Inn Place was to take place shortly. Improvements to the property after demolition are in the planning stage.

OLD BUSINESS:

Mr. Roseman discussed the Sportsplex property as an interim parking location. The possibility of customer paid van service has also been discussed with Mr. Ciesielka.

Mr. Roseman is working with Mr. Ciesielka on a message to customers. Another effort to acquire Email addresses for Pearl and Halsey customers is needed.

Mr. Muldoon recommended pursuing all possible interim parking locations. Sherwin Williams, Mr. Sharlow's lot and other properties were discussed. Mr. DeFoe questioned enforcement in smaller areas.

NEW BUSINESS:

Snow removal bids were discussed. DCR was recommended by Mr. Crownover as the winner of the bid. B&W complained that the DCR bid was defective. Mr. Graziano and the Director found 2 bids non-compliant but that DCR was compliant. Mr. Dyas moved to accept DCR's bid, was seconded by Mr. Massey and approved unanimously.

Mr. Massey moved to approve the use of Pearl lot for fireworks on New Year's Eve, was seconded by Mr. Dyas and approved unanimously.

Mr. Massey moved with second by Mr. Dyas to approve legal fees exceeding the previously approved \$25,000 increasing the maximum to \$35,000. The motion was approved unanimously.

Mr. Graziano asked that a request for qualifications be published on the website for attorney, auditor and engineer.

The resolution to adopt the budget for 2015, as amended, was moved, seconded and a roll call vote found commissioners Roseman, Campisi, Dyas and Massey in favor while Mr. DeFoe abstained.

REPORT OF COUNCIL LIASION

Mr. Muldoon noted that three vendors for signage, way finding and branding have been contacted. A fourth was recommended by Mr. Ciesielka who will seek to arrange a consultation. Proposals have started to come in.

ADJOURNMENT:

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

Respectfully submitted,

/s/ Thomas Crownover

