

METUCHEN PARKING AUTHORITY
DECEMBER 15, 2015 MINUTES

PRESENT:

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

GUESTS:

In attendance were Timothy Kelly, 64 Pleasant Place; Keith Gwozdz, 125 Hillside Avenue; Suzanne Cea, 58 Robbins Place; Ernesto Janica, 68 Newman Street; and Tom McKiernan, 36 Highland Avenue.

Mr. Roseman opened the meeting inviting members of the public to address the commissioners. Tim Kelly of 64 Pleasant Place asked about the Planning Board meeting on the Renaissance project and if the Parking Management Plan had any bearing on it. Mr. Roseman advised that the Authority had no jurisdiction over it. Mr. Muldoon asked what would happen when interim parking was no longer needed.

Mr. Kelly then asked about the Parking Management Plan. He was advised to find it on the Authority Website. Mr. Campisi moved to return to the regular order of business was seconded by Mr. Dyas and approved unanimously.

Mr. Dyas then commented on plans for an Inn Place parking lot recommending that it be put in abeyance for a year or until a future time when reassessment of our parking needs can be done. Mr. DeFoe concurred. Mr. Dyas responded that sale of the property might be possible.

Suzanne Cea, 58 Robbins Place, then asked about the impact of a parking lot on her real estate value. Mr. Massey summed up the December 8, 2015 meeting saying the Authority should provide a playground or Park and consult Borough Council on the future of 52 Inn Place. Tom McKiernan, 36 Highland Avenue, asked if Robert's Rules applied to this meeting. Mr. Roseman said that the commissioners would not make policy and deferred to the Borough Council emphasizing that the Authority will not create a parking lot there. Attendees asked for a resolution setting forth the future of Inn Place. Mr. Roseman noted that the volunteers who are members of the Authority are also residents of Metuchen and that nothing will happen with Inn Place for the foreseeable future, declining the request for a resolution.

Tom McKiernan noted that this is a new day with the Authority having such large financial resources. He expressed his feeling of being blindsided by the plan to put a parking lot at 52 Inn place.

MINUTES:

Mr. Roseman moved on to the usual order of business. Mr. Massey requested revision of his comments contained in the December 8, 2015 minutes, to indicate he favored a playground or park at 52 Inn Place. Mr. Campisi moved approval of the minutes as amended of the December 8th and November 17, 2015 meetings, was seconded by Mr. Dyas and approved unanimously.

BILL LIST:

The bill list was discussed with details of the Borough Contribution considered. Mr. Crownover observed that the Mayor requested \$1,000,000 believing that our original budget figure was \$700,000 rather than the actual \$383,675. He also noted the Department of Community Affairs (DCA) has declined to approve the September budget amendment. Later an additional \$350,000 had been requested for anticipated Borough legal fees. Mr. Dyas emphasized with concurrence from Mr. Muldoon that the Authority's Pearl fund should not be used by the Borough for daily operations but only for capital improvements. Mr. DeFoe moved to pay the bills, was seconded by Mr. Dyas and approved unanimously.

Mr. Roseman discussed investing the Pearl fund at 1% annually with Metuchen Savings Bank. Mr. Dyas said that equities could not be purchased. Mr. Roseman said that proper insurance protection is in place, being fully insured as government funds. He has considered other options that would require DCA approval.

CORRESPONDENCE:

Mr. Roseman reviewed zoning notices. Mr. Massey said that we should let the planning board know we will work with Renaissance regarding our interim parking needs. He also said the sidewalk improvements should not be delayed by Authority needs. He said that relocating commuter cars from the Lake Avenue interim lot was possible.

FINANCIAL REPORTS (Subject to Audit):

The financial reports were reviewed.

NOVEMBER INCOME: \$82,744.38; YEAR TO DATE INCOME: \$1,028,273.50

EXECUTIVE DIRECTOR'S REPORT:

Price quotes on vacuum truck sweepers were discussed by Mr. Crownover. He said that the last sweeper had brooms that were replaced frequently at significant expense. Mr. Massey recommended that we should buy a machine that could do sidewalks in addition to parking lots. Ms. Venezia advised that the sweeper was not on state contract but the Houston contract could be used but had requirements similar to bidding it out. A cost savings would have to be demonstrated to use Houston. Vendor documents required are the same as for a bid. A published notice prior to purchase would be needed. The Director expressed his opinion that the

Houston option would allow the selection of a specific machine rather than being forced to take whatever came in on the lowest bid.

Mr. Massey repeated his preference for a more versatile piece of equipment as used in Europe to clean sidewalks. A smaller more nimble machine was described. Mr. Massey suggested Portland, OR had smaller vehicles costing \$30,000 or \$40,000. Mr. Crownover said he would renew his search. Mr. DeFoe asked how we would pay for it. Mr. Dyas recommended against borrowing money.

A four way stop at New and Pearl was discussed. The Borough is moving forward with it. Restriping of the crosswalks with luminous paint had been done on the day of the meeting.

Mr. Crownover confirmed the benefit to the Metuchen Rescue Squad by the annual car show to be held at the Halsey lot.

OLD BUSINESS:

A motion to approve authorizing the use of Halsey lot for the car show Rescue Squad benefit was made by Mr. Dyas, seconded by Mr. Massey and approved unanimously.

Mr. Muldoon said he met with the president of Studio L'Image at the League of Municipalities convention. Branding had been discussed. A local New Jersey based person will assist with this work. Engaging city planner, Mr. Constantine as a resource in the process was proposed by Mr. Dyas. Ms. Venezia added some language to the contract which had been prepared by Mr. Graziano.

Mr. DeFoe moved adoption of resolution 2016-27, authorizing execution of the contract with Studio L'Image for wayfinding, signage and branding. A change order includes \$3,000.00 additional for a branding element. A roll call vote was taken with Mr. Roseman voting yes; Mr. DeFoe – yes; Mr. Campisi – yes; Mr. Dyas – yes; and Mr. Massey – yes.

NEW BUSINESS:

Mr. Crownover discussed preparation of the 2016 budget. The 5% of annual revenue limitation on contributions to the borough was a major issue primarily due to a complete turnover of DCA regulatory affairs staff. Six other issues had been raised by DCA. Mr. Crownover had asked Mr. Butvilla to work out resolution of the budget issues with DCA. Mr. DeFoe asked that Ms. Venezia be involved in the 5% limitation issue. Mr. Dyas noted the potential problem for the Borough.

Mr. Roseman said the accessibility committee would meet on January 28, 2016 probably in the evening at Borough Hall.

Mr. DeFoe said preparation was needed for the transition to the new parking deck. Customer assignment issues have to be reviewed and resolved. A set of customer priorities and parking fees have to be considered and determined.

Mr. Campisi asked about the truck blocking the Mac Pherson lot. Mr. Roseman responded that it is a safety issue. Mr. Crownover advised that a bill had been presented by Mr. MacPherson.

Mr. Roseman took up the issue of traffic congestion blocking Hillside Avenue caused by commuters. Seeking input from NJ Transit to mitigate traffic was requested. Mr. Dyas said only a police officer would help this problem. Mr. Muldoon said this is a universal problem at transit stations. It was suggested that the two meters on the north side of Hillside, closest to Main add to the difficulties. Captain Kilker will be asked about meter removal. Grid lock on Main results from dense Main Street traffic and no left turn signal for turning onto Main. It was suggested that crisscross pedestrian paths with four way auto traffic stop might help. Mr. Muldoon said that it may be considered with other planning.

REPORT OF COUNCIL LIASION

CHAMBER OF COMMERCE:

ADJOURNMENT

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

Respectfully submitted,

/s/ Thomas Crownover