WESTWOOD PARKING AUTHORITY

Minutes of Meeting
Held on November 15, 2011

The meeting was called to order at 6:03 p.m. pursuant to the open public meeting laws of the State of New Jersey. The roll was taken. In attendance were the following members:

- John Oberg
- Matt Foley
- Joseph Green
- Sue Bahng

The following individuals were absent:

- Francis Costello, Chairman
- Robert Miller, Council Liaison

The following individuals, serving in various official capacities, were also present:

- Jack Sauer, Administrator
- Tom Garrity, Assistant Administrator
- Michael Pellegrino, Esq., Attorney for Parking Authority

COMMITTEE REPORTS:

Administrator's Report:

Jack Sauer reported the following:

- WPA van had a broken rear window due to a fallen branch from the snowstorm. The cost of the damage was $260.00

FINANICAL REPORT:

Thomas Garrity discussed the following:

- Discussed Income and Expenses
- The cost of repairs to the master meters are on the rise. All master meters required recent repair.
- Collections are on average for time of year.

Chairman Costello indicates that net income after the Bond is paid to the Borough of Westwood will leave the WPA at an operating loss.

LEGAL REPORT:

None.

OLD BUSINESS:

A Motion was made by Joseph Green seconded by Matt Foley and unanimously approved to approve the Minutes of the meeting held on October 4, 2011.

NEW BUSINESS:

A Motion was made by John Oberg and seconded by Joseph Green and unanimously approved to adopt the Budget for FY 2012.

A roll call vote was taken as follows:

John Oberg	Aye
Matt Foley	Aye
Sue Bahng	Aye
Joseph Green	Aye

Jack Sauer discusses replacing the master meters and gave the following information:

- Presently the master meters accept coins only. He suggests that going forward we limit the new machine to coins only as well. Smart cards can be added later at a later date;
- Quotes were received from Devo, in South Jersey, Meter Products (Bill Phillips) and Metric. If we use Metric, then we have to join the Cranford Police Cooperative Pricing System in order to get the competitive pricing.
- If we join the co-op, Metric Systems was the lowest bid which does not include installation.
  - -Have to get Borough to join co-op
  - -One year warranty (90 days on parts)
  - -Should look into a canopy which will run about $3,000

A Motion was made by Matt Foley and seconded by Sue Bahng and unanimously approved to accept the bid of Metric Systems (after joining the co-op) for a master meter with a bill accepter at a cost of $9,250.00

A roll call vote was taken as follows:

John Oberg	Aye
Matt Foley	Aye
Sue Bahng	Aye
Joseph Green	Aye

Chairman Costello discusses the complaints with regard to the trimming of trees along Westwood Avenue. He indicated that the trees were trimmed by the DPW and Chairman Costello asked them to stop all trimming until after the holiday lights are taken down and at that time the DPW can be given direction as to the trimming specifications.

The Re-Organization meeting will be scheduled for January 10th or 12th.

PUBLIC FORUM

None.

There being no further new business, a Motion was made by Joseph Green, seconded by John Oberg and unanimously approved to adjourn the meeting.

At 6:45 p.m. the meeting was adjourned.

Date:

Sue Bahng