

WESTWOOD PARKING AUTHORITY

Minutes of Meeting
Held on March 25, 2014

The meeting was called to order at 7:03 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, Acting Chairman
- Sue Bahng
- Joseph Green

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

- Jack Sauer, Administrator
- Thomas Garrity, Assistant Administrator
- Michael Pellegrino, Esq., Attorney for Parking Authority
- Ray Arroyo, Council Liaison
- Steven Nagahavian, Chamber of Commerce President – arrived at 7:15

The following members were absent:

- Chairman Costello
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COMMITTEE REPORTS:

Administrator's Report:

Jack Sauer indicated the following:

- Is actively seeking to hire a new PEO. PEO Joe Creaden recently resigned
- The remaining PEO's have been pitching in to cover the hours of PEO Creaden
- A new master meter was ordered for the Fairview Avenue lot as that machine is not functioning properly and it is difficult to get the proper readings from it.
- The holiday lighting was taken down and final payment was made to Johnston Brothers Contracting
- Metric Systems were contacted to look at the master meter in the commuter lot

FINANCIAL REPORT:

Thomas Garrity reviewed the Profit and Loss Statement and advised as followings:

- Collections have been down over the past two months due to the inclement weather we had experienced this winter
- First collection of March showed improvement
- The constant, excessive, cold weather that we experienced this winter depleted many of the meter batteries. The batteries typically last about one year

LEGAL REPORT:

Mr. Pellegrino advised that he sent a letter to Bat Barrys with regard to the lantern that had been damaged. The lantern has since been repaired. Mr. Pellegrino further advised that he sent correspondence to Russell Huntington, Esq. requesting a change in the present Ordinance to reflect that any lantern damage may be assessed to the adjacent property owner.

Councilman Arroyo had the following comments/questions about shifting the repair costs of the lanterns to property owners:

- Indicated that there is a difference between lanterns contained in a parking lot such as CVS as opposed to lanterns lining the sidewalks
- How would you determine who is responsible for a lantern
- This is something that may have to be written into future leases
- The lanterns are the town signature
- Is sure that the Mayor and Council would like to know how the WPA would use the savings from the repair expenditures

Mr. Pellegrino also stated that Ridgewood suffered a theft of thousands of dollars of coins from meter collection over a period of time.

Bruce Meisel (former attorney to the WPA) advised that for this reason, he and the late Charles Bellon (former WPA Administrator) devised a system to be used for collection. This system allocated the collection to zones so that monies could easily be tracked month to month. Also, the WPA makes the bank deposit the day of the collection to further safeguard from theft.

OLD BUSINESS:

A Motion was made by Sue Bahng seconded by John Oberg and unanimously approved to accept the Re-Organization Minutes as well as the Meeting Minutes both dated January 14. A roll call vote was taken as follows:

Francis Costello	Absent
John Oberg	Aye
Matt Foley	Aye
Joseph Green	Aye

NEW BUSINESS:

A Motion was made by John Oberg and seconded by Joseph Green to approve check numbers 2300 through 2322 as set forth on journal report annexed to and made a part of these minutes. A roll call vote was taken as follows:

Francis Costello	Absent
John Oberg	Aye
Matt Foley	Aye
Joseph Green	Aye

Acting Chairman Foley chose to defer the discussion of the tree maintenance program due to the fact that Chairman Costello was absent and had pertinent information regarding same.

Bruce Meisel indicated that the Honey Locusts were originally planted because they had small leaves. He stated that he had an arborist take a look at the Honey Locust trees recently and had been advised that the root systems could be shaved and that would prevent the roots from lifting the sidewalks. The roots would have to be trimmed to prevent the sidewalks from lifting and this could extend the replacement of the trees for up to 15 years.

Acting Chairman Foley also advised that Johnston Brothers Contracting conducted a survey of repairs and replacements of lanterns in the CBC. 15 lanterns require repair and 5 require replacement. This discussion was tabled until Chairman Costello could be present.

PUBLIC FORUM:

Former Councilman Neil Volant spoke with regard to the CVS parking lot. He indicated that the lot is always utilized, however, he has observed that most vehicles are not CVS

PUBLIC FORUM:

Former Councilman Neil Volant spoke with regard to the CVS parking lot. He indicated that the lot is always utilized, however, he has observed that most vehicles are not CVS customers. He further noted that the CVS South lot is not full while the CVS lot is. It is his hope that the WPA will contact the CVS attorney and discuss a solution to this.

Bruce Meisel stated that by Zoning Board Resolution the CVS lot is open to the public but not for long term parking. He indicated that he paid for signs to be erected directing that there was no parking long term, commuter or movie parking. The zoning officer was contacted and he directed that the signs be taken down. Mr. Meisel opined that the WPA make a request to the Zoning Board so that they could render a final interpretation of its written Resolution.

Councilman Arroyo indicated that the CVS lot was meant to be short term customer parking for patrons and if those patrons wanted to walk to another business. He also believes that the WPA should ask for an interpretation.

Bruce Meisel also indicated that in 1994 Mayor Geyer approved the bond payment of \$45,000.00 which was to be paid for 20 years. This year would be the final payment. → ? He suggested that the WPA consider requesting that the Mayor and Council consider adopting a plan to phase out this payment over several years, which would ultimately drop \$45,000 of the bottom line of the WPA's budget.

If this were done, the meter rates would not have to be raised.

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

At 7:50 p.m. the meeting was adjourned.

Date:

6/12/14



Sue Bahng