

WESTWOOD PARKING AUTHORITY

Minutes of Meeting

Held on October 26, 2010

The meeting was called to order at 7:00 pursuant to the open public meeting laws of the State of New Jersey. Roll call was taken. In attendance were the following members:

- Francis Costello
- John Oberg
- Matt Foley
- 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

The following individuals were absent:

- Robert Miller, Council Liaison
- Carol Knubel, Secretary to WPA

PUBLIC FORUM

As an accommodation to Carmine Alampi who appeared on behalf of CVS Pharmacy, the Public Forum was held at the on start of the meeting.

Attorney, Carmine Alampi made a presentation on behalf of CVS Pharmacy, which will be moving into the retail space that is currently occupied by the Seville Diner. The current parking lot will remain the same, but CVS will not restrict the space to its customers – as the Seville Diner presently does. CVS offered to install a concrete pathway (sidewalk) on the strip of land that exists between the WPA's "Center Avenue South" parking lot (between the Movie Theater and the Seville Diner parking lot). The strip of land is owned by the WPA and is undeveloped. The sidewalk would cost approximately \$6,000.

Members John Oberg, Sue Bahng, Matt Foley and Joseph Green expressed that there is no need for the proposed walkway, and the money could be used for landscaping in the area. Mr. Alampi offered a "donation in kind not to exceed \$6,000" in lieu of the sidewalk that had been offered. Bruce Meisel, of Jefferson Realty Group who owns the building that is adjacent to the CVS lot, who was in the audience offered to make a contribution toward landscaping in the WPA parking lot.

A Motion was made by Joseph Green seconded by Matt Foley and unanimously approved authorizing the Michael Pellegrino, Esq., attorney for the WPA to send a letter

agreement to Carmine Alampi, Esq. confirming that CVS Pharmacy will make a "Donation in kind not to exceed \$6,000" for landscaping in the WPA Center Ave-South lot.

Committee Reports:

Administrator Report:

Jack Sauer indicated the following:

- The new employee, Ron Kriegel has been trained and is working out well
- Holiday Lighting. Two proposals were received for Holiday Lighting, a third was requested but not received.
- There are problems with the new parking meters including:
 - Water in housings causing fog and malfunction;
 - The samples used in the trial period used our housings and there was no problem with water. The new housings are causing the water problem;
 - The meters are not all keyed the same;
 - Some meters will not open;
 - Some heads are loose and twisted
 - Some sleeves have slid down the pole
 - Some "shoots" are broken so the coins are not falling into the cup. The coins are falling to the bottom of the housing where they can't easily be retrieved;
 - There is some scratching and rusting of the heads;

It was expressed that our old heads should be returned. Jack will prepare a detailed "punch list" which identifies each problem on a meter-by-meter basis, specifying each problem with each meter. Mr. Pellegrino will then send a letter to Bill Phillips and McKay Meters, Inc. Payment will not be made until these issues are resolved.

Financial report:

Thomas Garrity reviewed the Profit and Loss Statement and suggested that the WPA start to budget funds to replace the Master Meters. The cost is estimated at \$10,000 per year for four years.

Mr. Garrity discussed the FY 2010 Budget.

Legal Report:

Michael Pellegrino reported that our license agreement was terminated with Mountain House Restaurant because it was no longer in business. The new business at this location, Crush Restaurant Corp trading as "Bibi'z Lounge" signed a similar Lot license Agreement for two parking spaces at \$1,000 per year. The contract was unanimously approved on Sue's Motion seconded by Joe. Francis signed the contract.

OLD BUSINESS:

A Motion was made by John Oberg seconded by Matt Foley and unanimously approved to approve the Minutes of the meeting held on June 8, 2010 subject to the following

correction: The 7th bullet Point regarding the increased number of tickets should be stricken.

A Motion was made by Sue Bahng seconded by Joseph Green and unanimously approved to approve the Lot License Agreement for two parking spaces he Minutes of the meeting held on June 8, 2010 subject to the following correction: The 7th bullet Point regarding the increased number of tickets should be stricken.

New Business:

We received two proposals for the Holiday Lighting:

- Johnston Brothers
- JVS Landscaping

JVS Landscaping: Submitted a low bid. It was recognized that they bid on the holiday lighting last year and a review of our records indicated that they bid far higher last year. There was a huge disparity in the pricing from one year to the next, which raised some questions. It was also indicated that they are not licensed electricians.

Johnston Brothers: Electricians familiar with the lighting and the scope of the work, as they have done the holiday lighting in past years.

It was suggested that a committee be formed to discuss this matter and gather additional information.

A Motion was made by Joe Green seconded by Matt Foley and unanimously accepted to appoint a sub-committee consisting of Jack Sauer, John Oberg and Chairman Costello to check references and finalize a deal.

A Motion was made by Sue Bahng seconded by John Oberg and unanimously approved to Introduce the Budget for FY 2011.

A roll call vote was taken as follows:

Francis Costello	Aye
John Oberg	Aye
Matt Foley	Aye
Sue Bahng	Aye

The next meeting will be November 30, 2010 at 7:00 pm.

There being no further new business, a Motion to adjourn was made by Sue Bahng; seconded by John Oberg and unanimously approved.

At 8:00 p.m. the meeting was adjourned.

Date:

Sue Bahng