

WESTWOOD PARKING AUTHORITY

Minutes of Meeting
Held on October 9, 2012

The meeting was called to order at 7:17 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:

- Francis Costello
- John Oberg
- Matt Foley
- Joseph Green

Absent:

Sue Bahng

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
- William Phayre, Council Liaison

COMMITTEE REPORTS:

Administrator's Report:

Mr. Sauer reported the following:

- The vehicle that was donated by Pascack Community Bank has now been detailed to reflect the "donated by" on the vehicle. A picture still has to be taken with a representative of the Bank and the Authority for publication.
- PEO's will now be working 5 hour shifts as opposed to 4 hour shifts.
- Advised that the master meter on Fairview Avenue is malfunctioning due to the weather

FINANICAL REPORT:

Thomas Garrity reviewed the Profit and Loss Statement.

Mr. Garrity reports:

- Collections and cash balance are where they should be
- PEO's have been working diligently
- The collections at the Fairview lot has been up while the collections at the Center Square lot have been down
- The Budget for 2013 has allocated for a capital improvement, specifically, two new master meters

Chairman Costello indicated that we appear to be on track for net income after one master meter but may fall short for the bond payment which would cause us to use our retained earnings. Chairman Costello believes that a modest increase to meter rates would help to defray the cost of the capital exposures. If the bond cannot be reduced, we will have to find a way to increase revenue.

Mr. Garrity indicates that our meter rates are the lowest in the area. He suggests that increasing commuter rates might be the way to go and not increasing the rates in the CBC.

Chairman Costello indicated that he is not advocating doubling the meter rates, however, after 32 years rates increasing can be justified.

LEGAL REPORT:

Mr. Pellegrino indicated the following:

- He is working on the License Agreement for the parking spaces behind the former Arrow Stationary property. It would include the following:
 - Right to renew or terminate each year
 - \$1,000.00 per year payment
- Has been trying to reach a representative of CVS with regard to the installation of meters in their lot. It appears that we will have to wait until they are open to initiate a discussion.

Mr. Garrity indicates that we still have restricted income to be used for landscaping of the median between the CVS lot and the Center Avenue South lot.

Chairman Costello suggests that we have the Borough Attorney review the License Agreement.

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 5, 2012. A roll call vote was taken as follows:

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

A Motion was made by Joseph Green, seconded by John Oberg to approve the disbursements outlined, check number 2112 through 2142. A roll call vote was taken as follows:

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

NEW BUSINESS:

Jack Sauer spoke about the Holiday Lighting. He indicated that contacted Ed Schaffner of E&S Aerial Lift who declined to bid on the holiday lighting stating that he would not able to do it this year. Two companies submitted pricing as follows;

- Bids were obtained for holiday lighting as follows:
 - Newman Electric - \$10,000.00
 - Johnston Brothers - \$8,692.00

Thomas Garrity discusses the Budget for FY 2013. He indicated the following:

- The Budget was balanced
- The meter income has remained consistent, however, the expenses for this year may be more unpredictable.
- Two new master meters have been incorporated into the capital budget for the Municipal lot and the Fairview Avenue lot.
- Overhangs for the master meters have been budgeted for.

Chairman Costello believes that it would be beneficial to review the past 5 years of the Profit and Loss statements.

Chairman Costello discusses the proposed logo and there is a discussion with regard to same. It is decided that we will request that the colors be changed and the picture of the Gazebo be cut out as opposed to keeping it solid and we can review at the next meeting.

Chairman Costello advised that William Martin, Architect designed the proposed overhang for master meters. It would be beneficial to obtain a cost projection and then decide how to proceed.

A Motion was made by John Oberg and seconded by Joseph Green to approve the quote of Johnston Brothers to erect the holiday lighting in the sum of \$8,692.00.

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

A Motion was made by Matt Foley and seconded by Joseph Green and unanimously approved the introduction of the Budget for FY 2013.

A roll call vote was taken as follows:

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

PUBLIC FORUM

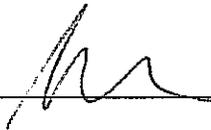
None.

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 8:11 p.m. the meeting was adjourned.

Date:

12/11/12



Administrative Secretary

From: John Birkner [jbirkner@optonline.net]
Sent: Wednesday, December 12, 2012 5:11 PM
To: lflannery@westwoodnj.gov
Cc: khughes@westwoodnj.gov
Subject: Fwd: Steve Shanley

Sent by John Birkner

Begin forwarded message:

From: Steven Shanley <shanley.steven@gmail.com>
Date: December 12, 2012, 5:01:22 PM EST
To: John Birkner <jbirkner@optonline.net>, "jbirkner@westwoodnj.gov" <jbirkner@westwoodnj.gov>
Subject: Steve Shanley

Steve Shanley

Football Stats:
Jr quarterback for Paramus catholic
Will be a four year letterman
1750 yds passing
62% comp %
21 tds vs 7 int

7 for 8 for 139yds and 2 tds @giants stadium leading the paladins to their first ever group 4 championship

Steve carries a 4.0 grade point average, is interested in the sciences and hopes to study Kinesiology in college.

Steve is very active in the community where he has led many charity activities in the past year.

Rallied support of 8 teammates to help hurricane sandy victims in Rockaway NY
Participated in Cure Search walk against Pediatric Cancer
Cleaned up and restored public park in Hackensack with Rebuilding Together organization.
Refurbished 3 different schools in the Newark archdiocese of past 3 years
Organized and ran with over 25 students from Paramus Catholic in the inaugural Westwood's 5k Run raising over \$5k for the Sgt Christopher Hrbek scholarship fund.
Assisted St. Andrews with fundraising activities
Volunteered as assistant coach for Westwood Rec basketball.

Sent from my iPad