

## WESTWOOD PARKING AUTHORITY

Minutes of Meeting  
Held on March 29, 2011

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:

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

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
- Robert Miller, Council Liaison
- Gene Callahan, ~~Chamber of Commerce~~ President

The following members were absent:

Joseph Green

Gene Callahan, Chamber of Commerce President was welcomed. In the past, the Chamber President was invited to attend meetings and participate in discussions.

### COMMITTEE REPORTS:

#### **Administrator's Report:**

Jack Sauer indicated the following:

- Volz will be testing wells on the property
- The owner of a building on Kinderkamack Road, which backs onto Fairview Avenue, has asked if they can buy/rent ten parking spaces on the street. Francis advises that the Authority does not lease on street parking spaces
- Preliminary information has been obtained with regard to awnings for the master meters. There are many different varieties but all are in the \$2,000.00 range.
- Sandblasting and repainting is required on the blue meters

**FINANICAL REPORT:**

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

- New meters are resulting in increased revenue; however, revenue has been remaining fairly level.
- Master meters are beginning to fail. If the meter fails during the day, the WPA loses the whole day of revenue for that lot
- Hours of patrol have remained steady. Summonses are being issued and the PEO are doing a great job.
- Needs a Motion confirming the hourly rate of PEOs. Their hourly rates are as follows:
  - o Mario Cucci           \$19.00
  - o John Hartman       \$19.00
  - o Tom Garrity         \$18.00
  - o Tom Creadon        \$16.00
  - o Ron Kriegl           \$15.00

Chairman Costello inquired whether higher maintenance costs were caused by new meters. Mr. Garrity explains that the costs are related primarily to the maintenance of the master meters. Electronics have to be reset in cold weather and battery paks crack. PEO Cucci mostly accumulates the hours.

**OLD BUSINESS:**

Chairman Costello requested that pricing be obtained for new master meters.

Chairman Costello also requested that holiday lighting bids be obtained in June.

A Motion was made by Matt Foley seconded by John Oberg and unanimously approved to amend the Minutes of January 20, 2011 to reflect that a payment 50% payment is subject to a good faith effort and execution of addressing the existing meter problems.

A Motion was made by Matt Foley and seconded by Sue Bahng to approve the hourly rates of the PEO as indicated above. A roll call vote was taken as follows:

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

**LEGAL REPORT:**

None.

**NEW BUSINESS:**

Chairman Costello discussed the Center Avenue South lot issues some of which are as follows:

- The test wells are being checked
- Once the test is complete the Borough needs to be in a position to close and purchase the property within 120 days from the "No further action" letter.
- Liaison Miller will speak to governing body at the next meeting.

Chairman Costello advised that he has spoken to Kelly Donahue of Kelly Donahue Contracting and he secured an estimate of approximately \$8,000.00 for the following:

- Shade trees to be planted between the CVS lot (Center Avenue South) and the Municipal lot consisting of Glory Maple Trees
- Possibly shifting the carved sign and lowering
- Low maintenance landscaping in the front of the lot
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Chairman Costello further reported that:

- Property owner, Bruce Meisel has committed to a contribution toward landscaping of the Center Avenue South lot;
- Improvements need to be done to the Center Avenue South lot. Belgium blocks should be replaced and lot should be re-paved in the next year or two.

A Motion was made by Matt Foley and seconded by John Oberg to approve the disbursement not to exceed \$8,000 (\$6,000.00 of which was previously paid by CVS and possibly \$2,000.00 to be contributed by Bruce Meisel) to be paid to Kelly Donahue as required for the landscaping of the Center Avenue South lot. A roll call vote was taken as follows:

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

A Motion was made by John Oberg and seconded by Sue Bahng to approve a disbursement not to exceed \$3,000.00 for the replacement of Belgium block at the Center Avenue South lot. A roll call vote was taken as follows:

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

A Motion was made by Matt Foley and seconded by Sue Bahng to approve check numbers 1959 through 1979 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	Aye
John Oberg	Aye
Matt Foley	Aye
Joseph Green	Absent

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

At 8:13 p.m. the meeting was adjourned.

Date: 6/21/11

  
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Sue Bahng