

# WESTWOOD PARKING AUTHORITY

Minutes of Meeting  
Held on June 5, 2012

The meeting was called to order at 7:00 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 Öberg
- Matt Foley – arrived at 7:03
- Joseph Green
- 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

## **ABSENT**

- William Phayre – Council Liason

Chairman Costello began the meeting with a discussion regarding the proposal made by the attorney for the proposed buyer of Arrow Stationary who is requesting that the Authority allow them two parking spaces to afford them egress and ingress. Mr. Pellegrino suggests that we prepare a license agreement which would give us the latitude to raise rates, if we should choose to and, should the owner of Arrow neglect to make payments, the Authority would have the right to take back the spaces. After the presentation by the Attorney for the proposed buyer of Arrow, a proposal should be sent to the Mayor and Council.

## **COMMITTEE REPORTS:**

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

Mr. Sauer reported the following:

- Master meter has been installed
- Looked into porticos for the meter (proposed dimensions are 4x3)

- No additional monies due on van yet from JIF
- PSE&G bills are becoming a problem as we have been billed by a 3<sup>rd</sup> party provider (\$200.00). The bill has been estimated and we have requested an actual reading and a new meter.
- There is a mechanical problem with the older van used for repairs. It appears that it may have to be brought to the Dodge dealership. It will be brought for an evaluation. It is suggested that no repair over \$1,500 be made.

Chairman Costello wanted to publicize the donation of the van by Pascack Community Bank. Jack should work on obtaining a photo with bank personnel handing over the keys to the Authority and submit to a local publication.

### **FINANICAL REPORT:**

Thomas Garrity reviewed the Profit and Loss Statement.

Mr. Garrity reports:

- May 29<sup>th</sup> collection was the most profitable
- After June, a forecast will be prepared
- Center Square lot is down in revenue by approximately 1%, yet revenue in other lots have increased.

### **LEGAL REPORT:**

Mr. Pellegrino reports that a job description has been prepared for Mario Cuocci.

### **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 March 27, 2012 with a correction to amend the first page to show that Council Liason William Phayre was not present.

A Motion was made by Joseph Green and seconded by Sue Bahng to approve the disbursements (check numbers 2080-2111) as outlined. A roll call vote was taken as follows:

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

**NEW BUSINESS:**

A Motion was made by Matt Foley and seconded by Sue Bahng and unanimously approved to approve a cost not to exceed the sum of \$1,500.00 for the repair of the Dodge van.

A roll call vote was taken as follows:

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

**PUBLIC FORUM**

Robert Mancinelli, Esq, the attorney for the proposed buyer of Arrow appeared on behalf of Mr. Zborovsky, the owner of RE Max in Montvale and the proposed buyer of Arrow Stationary.

The Center Avenue South lot (which we have a right of first refusal on) had a previous arrangement with Arrow Stationary wherein they were granted permission to access the property through the lot.

Mr. Mancinelli advised that should the sale go through, Mr. Zborovsky would be taking down the garage on the property. He would like to obtain two parking spaces for the following reasons:

- Property cannot be accessed without these spaces
- Cannot access from Broadway not enough space and County would have to approve
- Wants to access the rear of the property by taking down the garage and use two parking spaces
- Would create employee parking
- Arrow and the Center South lot were once one parcel and had been sub-divided.

Chairman Costello was contacted by the owner of the property and was advised that they need a Quid Pro Quo, license agreement or Deed Restriction for two spaces.

Mr. Zborovsky indicated that this will be a professional office with low activity used by employees only. It will be a single tenant downstairs and residential on the second floor.

Mr. Mancinelli does not have a preference as to whether or not they are given a Deed Restriction or License Agreement.

Chairman Costello thinks that the License Agreement is the proper way to effectuate the relinquishment of two parking spaces.

Mr. Zborovsky discussed the potential of a rate increase. Chairman Costello indicates that thus far, the rates have not increased in 32 years.

A Motion was made by Matt Foley and seconded by Joseph Green and unanimously approved to authorize Mr. Pellegrino to draft a License Agreement with the proposed buyer's attorney and notify the Borough that we are agreeable to vacating two parking spaces directly behind the Arrow property at a cost of \$1,000.00 per year subject to any increases and subject to final approval of the location of the parking spaces.

A roll call vote was taken as follows:

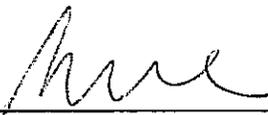
Francis Costello	Aye
John Oberg	Aye
- Matt Foley	Aye
Sue Bahng	Aye

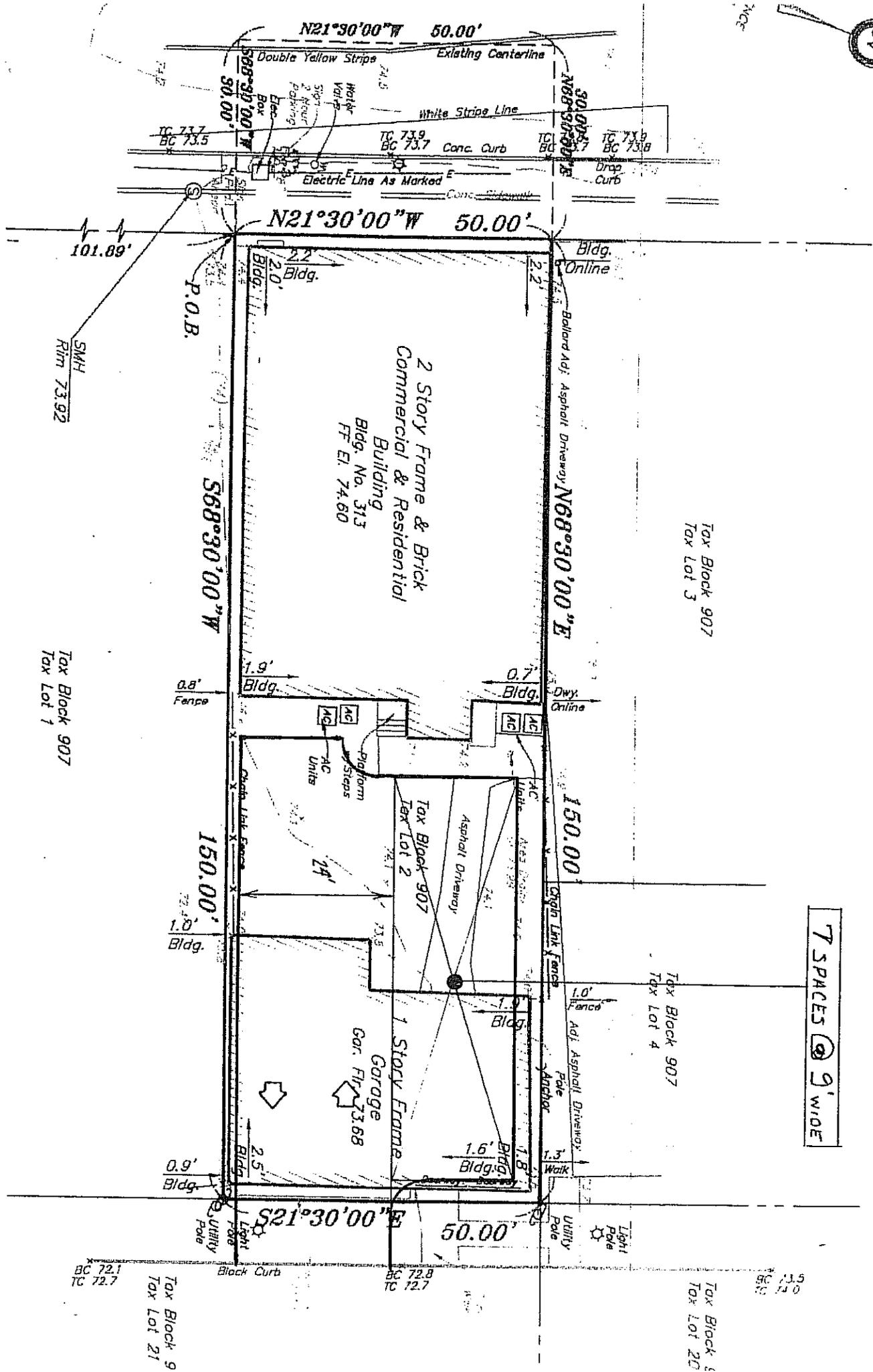
Chairman Costello indicates that the proposed new logo for the Authority is underway.

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 8:04 p.m. the meeting was adjourned.

Date:

  
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Sue Bahng



2 Story Frame & Brick  
Commercial & Residential  
Bldg. No. 313  
FF. El. 74.60

1 Story Frame  
Garage  
Gar. Fir. 73.68

7 SPACES @ 9' WIDE

Tax Block 907  
Tax Lot 3

Tax Block 907  
Tax Lot 4

Tax Block 907  
Tax Lot 1

Tax Block 9  
Tax Lot 20

Tax Block 9  
Tax Lot 21

