

MINUTES OF REGULAR MEETING
WEDNESDAY, JULY 19, 2017

DUNELLEN PARKING AUTHORITY

Chairman Duhamel called the meeting to order at 7:03 PM in the Authority office.

Open Public Meetings Act was read by Secretary Olsen

ROLL CALL: Present: Commissioners Treffinger, Vail, Wagner, White and Chairman Duhamel. Mrs. Reed, Mr. Fitzgerald (arrived 7:07 PM) and Mr. Olsen were also in attendance.

APPROVAL OF MINUTES: On motion of Mr. Wagner, duly carried by unanimous vote, the minutes from the May 31, 2017 Special Meeting were approved as written.

UNFINISHED BUSINESS: While the Borough owns the Skinner Plaza lot and receives payment from the Authority for its use, it is not clear who is responsible for the maintenance of that lot, specifically, striping the spaces. After discussion, it was decided to present to the Borough only the amount for the debt service (\$55,000 principal and \$5,500 interest and costs), reserving the balance in case the Authority needs to utilize a portion to pay for striping the lot, to which no disagreement was put forth. Chairman Duhamel asked Mr. Wagner to present the check at the Borough's August 4th meeting.

Mrs. Reed said Mr. Scricco, residing at 333 Front Street, questioned when curb bumpers were to be installed along his fence. Chairman Duhamel said the Borough will install the bumpers. Mrs. Reed also had not heard back from Black Rock Construction regarding their ability to install meter poles in the concrete footings along the embankment in the Towne Pharmacy lot. Mrs. Reed was to contact Bobra Wilbanks from POM to see if "collars" could be installed.

NEW BUSINESS: On motion of Mr. Vail, duly carried, a resolution authorizing that Commissioners have read at minimum the Comments and Recommendations section of the audit dated December 31, 2016. Upon passage, the affidavit verifying same was circulated for signatures.

Chairman Duhamel, Mr. Wagner and Mr. White said they were planning on attending the League of Municipalities conference in November and that they had notified Borough Clerk William Robins. Mr. Treffinger may attend, but Mr. Vail cannot.

There was discussion but no action taken to increase bulk parking fees. Mr. Fitzgerald was to check with Roger Dornbeirer, the Planning Board Chairman, regarding the Authority's ability to negotiate fee changes.

Mr. Olsen was to prepare snow plowing bid proposal forms.

On motion of Mr. Wagner, duly carried, Mr. Olsen was authorized to include payment for Hodulik and Morrison (for the 2016 Audit) and Middlesex County Joint Insurance Fund in the bills lists.

OPERATIONS REPORT: Mrs. Reed reported on unsatisfactory landscaping and the need to call in an exterminator.

She will be conducting a survey of permit parking fees along the Raritan Valley line.

FINANCIAL REPORT: Mr. Olsen discussed a possible budget amendment may be needed to accommodate the monthly lease payments to Villani, the Knights of Columbus and the increase payment to Dunellen Associates [Art Color]. No action was taken.

Mr. Vail suggested that future year scholarship winners ought to attend Dunellen High School, to which no disagreement was put forth.

RESOLUTIONS: On motion of Chairman Duhamel, duly carried, Bills list #74 (in the amount of \$6,261.70) and #75 (revised to \$68,728.76) were approved for payment.

CORRESPONDENCE: None

Motion to adjourn at 8:25 pm.

Respectfully submitted:

Scott H. Olsen
Secretary/Treasurer