

MINUTES OF REGULAR MEETING
WEDNESDAY, MARCH 16, 2016

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 and Mr. Olsen were also in attendance.

APPROVAL OF MINUTES: On motion of Chairman Duhamel, duly carried by unanimous vote, the minutes from the March 16, 2016 Regular Meetings were approved as written.

UNFINISHED BUSINESS: The Authority's agreement with Peter Riccio provides an easement that allows the concrete deck as well as 10 non-metered parking spaces facing the south end of the Towne Pharmacy building, 14 two-hour parking meters along the embankment closest to Washington Avenue and space for a dumpster. In exchange, a \$5,000 payment is due annually from Mr. Riccio.

PSE&G will be contacted to determine if power is present at the concrete light stanchion where the dumpster is going to be relocated. Chairman Duhamel offered to be the primary contact with PSE&G.

On motion of Mr. Wagner, duly carried, CME (Engineer) was authorized to proceed with bidding for the repaving project. Mr. Fitzgerald was to clarify with CME the parking space width (9' rather than 10') and terms of the agreement with Riccio that affect the design plans.

NEW BUSINESS: Mrs. Reed described how emergency repairs were necessary for the chimney at 337 Front Street. On motion of Chairman Duhamel, duly carried, emergency repairs and payment to Allstate were authorized (original contract \$2,300, final payment \$3,700.)

While a revenue-sharing parking plan with the Knights of Columbus was tabled, on motion of Mr. Wagner, duly carried, Mr. Fitzgerald was authorized to draw up a contract with the American Legion for revenue-sharing of 15 parking spaces. Mrs. Reed noted the Legion should be responsible for snow plowing as the Authority's vendor would not have access. The terms of the agreement would be 50% of the current monthly permit rate.

Chairman Duhamel asked Mr. Fitzgerald to contact NJ Transit (Tom Clark) and UMI Enterprises (Gary Patel) regarding a cost-share proposal with each entity. Mr. Vail suggested we approach the Borough about funding for the repaving, to which no disagreement was put forth. A suggestion to utilize staff to record Transit parking violations was discussed but no formal action taken.

Mr. Treffinger and Mr. Vail discussed the scholarship selection process and agreed to review the criteria for student applicants.

Town-wide parking restrictions were discussed with no action taken.

OPERATIONS REPORT: Mrs. Reed provided a 2016 Operations report.

FINANCIAL REPORT: Mr. Olsen reviewed 2016 Revenues and Expenditures.

RESOLUTIONS: On motion of Mr. Vail, duly carried, Bills list #64 (in the amount of \$19,073.41) was approved for payment.

Motion to adjourn by Mr. White, duly carried, at 8:25 pm.

Respectfully submitted:

Scott H. Olsen
Secretary/Treasurer