

MINUTES OF REGULAR MEETING
WEDNESDAY, MAY 11, 2016

DUNELLEN PARKING AUTHORITY

Chairman Duhamel called the meeting to order at 7:02 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 Mr. Wagner, duly carried by unanimous vote, the minutes from the March 16, 2016 Regular Meeting were approved as written.

OATH OF ALLEGIANCE: The Oath of Allegiance was memorialized by reappointed Chairman James Duhamel and newly appointed Vice-Chairman William Wagner.

UNFINISHED BUSINESS: After some discussion and on motion of Chairman Duhamel, duly carried, the plans and specifications for repaving of the Towne Pharmacy parking lot, as prepared by CME, the project engineers, were approved for release with consideration given to moving the dumpster so that all 14 of the metered spaces would be consolidated on the same side of the dumpster. [Currently the plans call for 13 spaces on one side, one on the other, which allows a straight path for a refuse collection vehicle.]

Chairman Duhamel requested Mr. Fitzgerald correspond with Carl Riccio with respect to Towne Pharmacy's ongoing maintenance of the dumpster area, to which no disagreement was put forth. Mr. Fitzgerald said the Authority has no legal recourse preventing access to the loading area at the rear of the UMI-owned stores that abut the Authority's lot. Mr. Fitzgerald was also to set up a meeting with Tom Clark of NJ Transit to facilitate sharing the repaving specifications.

Mr. Olsen indicated George Seif was willing to allow the installation of a camera and motion detector light on his property, which also abuts the parking lot. On motion of Mr. Wagner, duly carried, the purchase and installation of said camera and motion detector was approved. [No \$ amount was specified.]

Chairman Duhamel and Mr. Olsen attended a meeting with the Borough's Finance Committee to determine the mechanics of funding the parking lot improvement. At that meeting, the Finance Committee agreed the Borough would issue a capital bond ordinance, which ultimately becomes the legal instrument for authorizing the project. The Authority would pay the Borough for all costs related to the issuance and ultimate financing of the ordinance, which could include the sale of bonds and/or notes. The precise terms of the agreement need to be drawn up for each side's consideration.

Mrs. Reed said Bill Uhler of the American Legion has initialed all changes in the revenue sharing agreement between it and the Authority. On motion of Mr. White, duly carried, the Authority agrees to revenue share 15 parking spaces with the American Legion for 50% of the rate (currently \$55). Mrs. Reed said an agreement with the Knights of Columbus should be substantially similar and Chairman Duhamel said Matt Kurzius of the Knights will contact us once they are ready to move forward.

Mrs. Reed discussed the original prohibition on parking (Ordinance 05-11) which dates back to the 1950's and originally prohibited parking on North Avenue to the Plainfield border. She also indicated the fine should be \$100 whereas the cost as shown on our current ticket is \$54.

NEW BUSINESS: Mr. Vail said he spoke with High School officials regarding expanding the criteria for the Community Service requirement for the Authority's two scholarships. Two \$1,000 scholarships were authorized (motion: Mr. Wagner, duly authorized), for award at the graduation ceremony in June. Mr. Wagner agreed to make the presentation.

On motion of Chairman Duhamel, duly authorized, Mr. Olsen was authorized to prepare a \$500 contribution to the Dunellen High School sports programs.

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

FINANCIAL REPORT: Mr. Olsen said the auditors have received all the Authority's financial records and have begun the audit process. He also reviewed 2016 Revenues and Expenditures.

RESOLUTIONS: On motion of Mr. Vail, duly carried, Bills list #65 (in the amount of \$29,507.53) was approved for payment.

CORRESPONDENCE: Chairman Duhamel received an invitation for Authority Commissioners to march in the Memorial Day parade.

Motion to adjourn by Mr. Wagner, duly carried, at 8:41 pm.

Respectfully submitted:

Scott H. Olsen
Secretary/Treasurer