

MINUTES OF THE REGULAR MEETING OF THE PARKING AUTHORITY OF THE TOWN OF MORRISTOWN, HELD TUESDAY, OCTOBER 14, 2014 AT THE OFFICES OF THE PARKING AUTHORITY, 14 MAPLE AVENUE, SUITE 101, MORRISTOWN, NEW JERSEY, AT 6:00 P.M. PREVAILING TIME

The meeting was called to order by Vice Chairperson Brady, who then announced that “Notice of this meeting was provided in accordance with a Resolution adopted by the Board of Commissioners of the Parking Authority of the Town of Morristown, New Jersey at the Reorganization Meeting on January 21, 2014, setting forth the time, date and location of each meeting. A copy of the Resolution was distributed to The Daily Record and The Star Ledger, filed with the Executive Director of the Parking Authority, posted on the Bulletin Board at the Parking Authority Office building and mailed to any person who has requested and prepaid the established fee for such mailing”.

Present: Commissioners Brady, Lucia, Stamato and Tighe

Also Present: George Fiore, Executive Director, Patrick W. Geary, Operations Manager, Mark Axelrod, Assistant Director, Robert S. Goldsmith, Esq.

Absent: Chairperson Gervasio

At this point, The Executive Director presented the Minutes of the September 16, 2014 Regular Meeting. On motion of Commissioner Tighe, seconded by Commissioner Lucia, the Minutes were approved.

At this point, The Executive Director presented the Minutes of the September 16, 2014 Executive Session Meeting. On motion of Commissioner Tighe, seconded by Commissioner Lucia, the Minutes were approved.

There were no Public Comments.

There was no Mayor’s Report.

The following communications were presented for the record:

Under date of October 7, 2014

To: Chairperson, Commissioners and Counsel, MPA
From: George Fiore, Executive Director

Letter serving as a reminder of the Special Meeting of the Parking Authority to be held Tuesday, October 14, 2014 at 4:30 p.m. for the purpose of formulating and approving the 2015 Annual Budget of Operating Expenses. Enclosed with the letter is pertinent information including budget work expenditures that deal with Other Expenses (OE) that will be addressed prior to Salary & Wage (S&W) considerations. The pertinent resumes and other related data dealing with S&W considerations are also enclosed, along with a Summary of Significant Changes relating to the 2014/2015 Operating Budget. On motion of Commissioner Lucia, seconded by Commissioner Brady, the letter was accepted for file.

Under date of September 17, 2014

To: Christopher Walker
From: George Fiore, Executive Director

Letter listing the following repairs and remedial work for the Ann/Bank/Schuyler Parking Garage: (1) repair of three sections of fencing (\$1,585 - County's share \$634); (2) repair to certain areas of concrete driving surface and corbels beams throughout the garage (\$16,500 - County's share \$6,600); (3) painting of pavement markings throughout the MPA/County of Morris jointly owned portion of the Ann/Bank/Schuyler Parking Garage (\$8,700 - County's share \$3,480); and (4) reimbursement for pavement markings for County of Morris parking areas LLI and LLII (\$1,875 - County's share \$1,875). The letter notes that the engineers recommend that a protective membrane system and related work be applied to the rooftop driving surface during 2015. The engineers estimate the cost to be in the range of \$150,000-\$200,000. Accordingly, the County may wish to budget for its share (40%). The letter further notes that the County of Morris purchased 126 parking spaces in a portion of the Ann/Bank/Schuyler Parking Garage and in 2004 purchased a 40% interest in the 495 space supply. Accordingly, the Parking Authority is responsible for 60% of the cost. The County's share (excluding the protective membrane) is \$12,589. On motion of Commissioner Lucia, seconded by Commissioner Stamato, the letter was accepted for file.

Under date of September 25, 2014

To: Debbie Leon
From: George Fiore, Executive Director

Letter to advise of the rent increase of the 10 Pine Street lease. The calculation for the rent and utilities payment will increase from \$1,875 to \$2,077.77 per month for rent and from \$400 to \$414.10 per month for utilities. Pursuant to the suggestion of Ms. Leon both the rent and utilities payment will increase \$45 per month. Therefore, effective September 1, 2014 the monthly payments will be \$2,320 for rent and \$400 for utilities. On motion of Commissioner Tighe, seconded by Commissioner Stamato, the letter was accepted for file.

Under date of September 29, 2014

To: Wilma Lara
From: George Fiore, Executive Director

Letter enclosing copies of filing receipts and Financial Disclosure Statement Print-outs (from the NJDCA site). On motion of Commissioner Lucia, seconded by Commissioner Stamato, the letter was accepted for file.

Under date of October 1, 2014

To: All MPA Employees Eligible for Health Benefits
From: George Fiore, Executive Director

Letter stating that the State Health Benefits Program Open Enrollment period for eligible Local Government employees is from October 1, 2014 to October 31, 2014. During the Open Enrollment period employees can make general changes or enroll in a different medical plan. All changes will be effective January 1, 2015. Completed employee Health Benefits Applications must be received no later than November 5, 2014. On motion of Commissioner Tighe, seconded by Commissioner Stamato, the letter was accepted for file.

Under date of October 2, 2014

To: Michael Hando
From: Mark Axelrod, Assistant Director

Letter advising that a recent discovery of fraudulent and/or questionable security coverage times and/or misrepresentation of the security presence due to a breakdown in operations verification center were identified. Attention was also brought to a technological flaw in the operations barcode scanning system that may allow for verification abuse on the part of US Security employees thereby not providing the services being paid for by the MPA as well as other US Security clients. The letter further advises that, after viewing MPA cameras and scan cards, it was determined at an MPA meeting that Mr. Hando would release those employees involved in this deception, create new barcodes, instruct his

employees on the new procedures to be used at the MPA facilities including barcode scanning as well as always using MPA scan card stations when they enter MPA facilities as per the agreed upon schedule. The letter requests that these changes be implemented immediately and MPA is informed when they have been completed. It was noted that MPA should be receiving a credit for the fraud. On motion of Commissioner Lucia, seconded by Commissioner Stamato, the letter was accepted for file.

At this point, under the Report portion of the meeting, the Executive Director presented to the Board the August 2014 Monthly Enforcement Report. On motion of Commissioner Lucia, seconded by Commissioner Stamato, the report was accepted for file.

At this point, under the Report portion of the meeting, the Executive Director presented the August 2013/2014 Comparative Meter Revenue Report. On motion of Commissioner Lucia, seconded by Commissioner Stamato, the report was accepted for file.

At this point, under the Report portion of the meeting, the Executive Director presented the August 2013/2014 Comparative Cash Revenue Report. On motion of Commissioner Lucia, seconded by Commissioner Tighe, the report was accepted for file.

At this point, under the Report portion of the meeting, the Executive Director presented the August 2013/2014 Year-to-Date Revenue Summary. On motion of Commissioner Lucia, seconded by Commissioner Stamato, the report was accepted for file.

At this point, under the Report portion of the meeting, the administration presented the Five (5) Year Capital Program for the Morristown Parking Authority (dated September 29, 2014). On motion of Commissioner Stamato, seconded by Commissioner Brady, the program was adopted on the following vote:

Ayes: Commissioners Brady, Lucia, Stamato and Tighe
Nays: None
Absent: Chairperson Gervasio.

At this point, under the Old Business portion of the meeting, the Executive Director advised the Board that there would be a public hearing on the 2015 Annual Budget of Operating Expenses on December 2, 2014 to meet our obligation to bond holders.

At this point, under the Old Business portion of the meeting, the Executive Director advised the Board of Commissioners that the MPA had hired a new General Maintenance person, Kingsley Dowman of 36 Highland Avenue, Morristown, New Jersey. Mr. Fiore and Mr. Axelrod both advised that this appeared to be a good hire and that Mr. Kingsley was demonstrating a commitment to the position and performing well.

At this point, under the Old Business portion of the meeting, the Executive Director advised on the status of the Ann/Bank Parking Garage remedial work. Mr. Fiore indicated that the work was being well done and was nearly complete.

At this point, under the New Business portion of the meeting, the Executive Director requested authorization for the transfer of funds and closing of four Trust held accounts totaling \$7,188.25. On motion of Commissioner Stamato, seconded by Commissioner Lucia, the transfer of funds and closing of accounts were authorized on the following vote:

Ayes: Commissioners Brady, Lucia, Stamato and Tighe
Nays: None
Absent: Chairperson Gervasio

At this point, under the New Business portion of the meeting, the Board of Commissioners discussed attendance at the League of Municipalities, November 18, 19, 20, 2014.

The Board of Commissioners authorized the following expenditures not to exceed \$3,000:

Hotels – 6 MPA representatives for 2 nights
Registration – 6 MPA representatives at \$65 per person totaling \$390
Dinner – 2 dinners at \$35.00 each for 6 persons totaling \$420.00
Tolls – Up to \$50 as required

The Commissioners noted that the opportunity for exchange of information for meeting with other public officials and parking authority representatives as well as parking vendors was a value as was attendance at seminars on parking matters or other subject matter relevant to the Parking Authority. It was also noted that MPA policy requires submission of receipts or invoices prior to payment or reimbursement of charges or expenses. On motion of Commissioner Tighe, seconded by Commissioner Lucia, the expenditure was authorized not to exceed \$3,000 on the following vote:

Ayes: Commissioners Brady, Lucia, Stamato and Tighe
Nays: None
Absent: Chairperson Gervasio

At this point, under the New Business portion of the meeting, there was a discussion of the 2014 holiday dinner. There was also a substantive discussion of whether the Parking Authority should continue the dinner. There was a general consensus among the Board of Commissioners that they provide dedicated services and value to the Parking Authority and the town. They serve without pay or any type of reimbursement and the sense was that the dinner for the commissioners, consultants and office staff provided a valuable opportunity for interchange and relationships and was an acknowledgement of the services rendered. The final decision will be made at a subsequent meeting but there was some suggestion of a local restaurant, possible Fiore's restaurant on Elm Street with available MPA parking across the street.

At this point, on motion of Commissioner Lucia, seconded by Commissioner Brady, the Board moved into Executive Session.

The following Resolutions were presented for the record:

Resolution No. 45-2014: (Operating Fund Bills). On motion of Commissioner Lucia, seconded by Commissioner Stamato, the Resolution was adopted on the following vote:

Ayes: Commissioners Brady, Lucia, Stamato and Tighe
Nays: None
Absent: Chairperson Gervasio

Resolution No. 46-2014: (Improvement Fund Bills). On motion of Commissioner Lucia, seconded by Commissioner Stamato, the Resolution was adopted on the following vote:

Ayes: Commissioners Brady, Lucia, Stamato and Tighe
Nays: None

Absent: Chairperson Gervasio

There being no further business to be transacted, on motion of Commissioner Tighe, seconded by Commissioner Stamato, the meeting was held adjourned.

George Fiore, Executive Director

Anthony Lucia, Assistant Secretary/Treasurer

Prepared By: Robert S. Goldsmith, Esq.