

MINUTES OF THE ANNUAL REORGANIZATION MEETING OF THE PARKING AUTHORITY OF THE TOWN OF MORRISTOWN, HELD TUESDAY, JANUARY 6, 2015 AT THE OFFICES OF THE PARKING AUTHORITY, 14 MAPLE AVENUE, SUITE 101, MORRISTOWN, NEW JERSEY, AT 6:00 P.M. PREVAILING TIME

At this point, Commissioner Gervasio announced “Notice of the Parking Authority of the Town of Morristown’s 2015 Annual Reorganization Meeting was provided in compliance with the Open Public Meetings Act, duly published in The Daily Record on December 12, 2014, and in The Star Ledger on December 12, 2014.”

Present: Commissioner Gervasio and 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., Parking Authority Counsel

Absent: None

The meeting was called to order by the Executive Director who then opened the floor to nominations for the position of Chairperson for the ensuing year, at which time, noting the usual procedure of rotating officers on an annual basis, Commissioner Gervasio, seconded by Commissioner Stamato, duly moved the slate of officers for the year 2015.

<u>Chairperson:</u>	Margret Brady
<u>Vice Chair:</u>	Richard L. Tighe
<u>Treasurer:</u>	Anthony Lucia
<u>Secretary:</u>	Linda Stamato
<u>Assistant Secretary/Treasurer:</u>	James Gervasio

There being no further nominations from the floor, the motion was adopted on the following vote:

Ayes: Commissioners Gervasio, Lucia, Stamato, Tighe and Chairperson Brady

Nays: None

Absent: None

At this time Chairperson Brady assumed the Chair and entertained nominations for the Authority Counsel for the ensuing year. On motion of Commissioner Tighe, seconded by Commissioner Lucia, the present attorney, Robert S. Goldsmith, Esq., with offices at Greenbaum, Rowe, Smith & Davis LLP, Metro Corporate Campus One, P.O. Box 5600, Woodbridge, New Jersey 07095, was duly voted the appointment as Authority Counsel for the ensuing year with the hourly blended rate of \$225.00 on the following vote:

Ayes: Commissioners Gervasio, Lucia, Stamato, Tighe and Chairperson Brady

Nays: None

Absent: None

At this time the floor was opened for nominations for the Authority Bond Counsel for the ensuing year. On motion of Commissioner Tighe, seconded by Commissioner Lucia, the present Bond Counsel, John D. Draikiwicz, Esq., of the Gibbons law firm with offices at Gibbons P.C., One Gateway Center, Newark, New Jersey 07102, was duly voted the appointment as Authority Bond Counsel for the ensuing year on the following vote:

Ayes: Commissioners Gervasio, Lucia, Stamato, Tighe and Chairperson Brady

Nays: None

Absent: None

At this time the floor was opened for nominations for Authority Auditor for the ensuing year. On motion of Commissioner Lucia, seconded by Commissioner Gervasio, the present auditor, Vincent M. Montanino, RMA, PSA with offices at VM Associates, Inc., 111 Howard Boulevard, Suite 212, P.O. Box 397, Mt. Arlington, New Jersey 07856, was duly voted the appointment as Authority Auditor at a base retainer of \$29,800 on the following vote:

Ayes: Commissioners Gervasio, Lucia, Stamato, Tighe and Chairperson Brady

Nays: None

Absent: None

At this time the floor was opened for nominations for Authority Parking Consultant for the ensuing year. On Motion of Commissioner Gervasio, seconded by Commissioner Lucia, Gerard Giosa of the firm of Level G. Associates LLC, 34 Lark Avenue, Old Bethpage, NY 11804 was duly voted the appointment of Parking Consultant at a base retainer of \$9,200 on the following vote:

Ayes: Commissioners Gervasio, Lucia, Stamato, Tighe and Chairperson Brady

Nays: None

Absent: None

At this time the floor was opened for nominations for Authority Engineer for the ensuing year, on an "as needed" basis. On motion of Commissioner Tighe, seconded by Commissioner Lucia, Robert Weissenborn of the firm of Desman Associates, 49 West 37th Street, New York, New York 10018 was duly voted the appointment of Authority Engineer on the following vote:

Ayes: Commissioners Gervasio, Lucia, Stamato, Tighe and Chairperson Brady

Nays: None

Absent: None

At this time the floor was opened for nominations for Insurance Consultant for the ensuing year. On motion of Commissioner Lucia, seconded by Commissioner Tighe, William Schlosser of the firm of James A. Connors Associates, Inc., 40 Morris Street, Morristown, New Jersey, was duly voted Insurance Consultant on the following vote:

Ayes: Commissioners Gervasio, Lucia, Stamato and Tighe

Nays: None

Absent: None

Chairperson Brady recused herself

At this time the floor was opened for nominations for Financial Consultant for the ensuing year. On motion of Chairperson Brady, seconded by Commissioner Lucia, Gary A. Pulcini of Capital Markets Management LLC, 90 Crusher Road, Hopewell, New Jersey, 08525 was duly voted Financial Consultant, on the following vote:

Ayes: Commissioners Gervasio, Lucia, Stamato, Tighe and Chairperson Brady

Nays: None

Absent: None

At this point under the Annual Reorganization the Executive Director presented the already approved list of meeting dates for 2015 to the Board of Commissioners.

At this point on motion of Commissioner Stamato, seconded by Commissioner Gervasio, the Parking Authority then proceeded to the Regular Order of Business with Chairperson Brady presiding.

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

The following communications were presented for the record:

Under date of December 30, 2014

To: Commissioners and Council
From: George Fiore, Executive Director

Letter serving as meeting notice for the Annual Reorganization Meeting of the Parking Authority to be held Tuesday, January 6, 2015 at 6:00 p.m. The letter states that in addition to the election of officers, the meeting will also be for the purpose of appointing counsel, auditor(s), parking consultant and other professionals for the ensuing year. On motion of Commissioner Gervasio, seconded by Commissioner Tighe, the letter was accepted for file.

Under date of December 17, 2014

To: Judy Cruz-Garcia
From: George Fiore, Executive Director

Letter thanking Ms. Cruz-Garcia for the holiday gift basket and advising that it was the decision of the Board of Commissioners to give the gift basket to its employees to share as MPA has a practice of not soliciting or accepting any type of gift. On motion of Commissioner Gervasio, seconded by Commissioner Lucia, the letter was accepted for file.

Under date of December 17, 2014

To: Daniel Roose
From: George Fiore, Executive Director

Letter confirming that Mr. Roose's letter dated December 2, 2014 was presented to the Board of Commissioners of the MPA and approval was duly granted to extend the contract of USI Security Services, Inc. for a one (1) year period at the existing rates, subject to the CPI published by the US Bureau of Labor Statistics covering services rendered in northern NJ, with all other terms and conditions of such contract to remain in full force and effect. On motion of Commissioner Gervasio, seconded by Commissioner Lucia, the letter was accepted for file.

Under date of December 17, 2014

To: Cynthia Evans
From: George Fiore, Executive Director

Letter enclosing MPA check in the amount of \$19,391.00, representing reimbursement to The Geraldine R. Dodge Foundation for the sale of Solar Renewable Energy Credits. On motion of Commissioner Lucia, seconded by Commissioner Tighe, the letter was accepted for file.

Under date of December 17, 2014

To: Christopher Walker
From: George Fiore, Executive Director

Letter advising that the Ann/Bank/Schuyler Garage modernization project is now complete and the Parking Authority has made payment in full. The letter requests that final payment due from Morris County be processed to the Parking Authority in the amount of \$2,256.80. On motion of Commissioner Stamato, seconded by Commissioner Lucia, the letter was accepted for file.

Under date of December 23, 2014

To: Kristen Wedderburn
From: Mark Axelrod

Correspondence serving as summary of the December 22, 2014 meeting. The Mayor's office advised that snow emergency events will be announced via email and that it will inform residents that those with residential parking permits and/or hardship situations can park in an MPA garage until the DPW has cleared the streets as a temporary parking alternative. The correspondence also states that it was suggested that the peak hours be changed to improve traffic flow and that further analysis and discussion should focus on Whole Foods Market complex on lower Washington Street. On motion of Commissioner Lucia, seconded by Chairperson Brady, the letter was accepted for file.

At this point, under the Report portion of the meeting, the Executive Director presented to the Board the November 2013 Monthly Enforcement Report. On motion of Commissioner Lucia, seconded by Chairperson Brady, the report was accepted for file.

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

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

At this point, under the Report portion of the meeting, the Executive Director presented the November 2013/2014 Year-to-Date Revenue Summary. The Operations Manager, Mr. Geary, noted that the diminution in revenue is a matter of timing and that significant checks were received in early December off-setting the deficit noted. On motion of Chairperson Brady, seconded by Commissioner Gervasio, the report was accepted for file.

At this point, under the Report portion of the meeting, the Executive Director briefly reported on security matters affecting the Morristown Parking Authority.

At this point, Commissioner Tighe inquired as to the status of parking at the Jockey Hollow Restaurant in Vail Mansion. There ensued an extension discussion of measures undertaken by the Morristown Parking Authority in conjunction with the owner of the restaurant and the valet parking firm to address parking issues at the Vail Mansion.

There was no Old Business.

At this point, under the New Business portion of the meeting, the Executive Director presented the Insurance Consultant Risk Management Consultant's Agreement for 2015. There then followed a brief discussion regarding the efforts of the MPA Administration to ensure the best coverage at the least cost with respect to both health insurance and liability and casualty insurance. The Executive Director and Counsel noted that the Parking Authority is now a member of the State Health Plan based on the State Comptroller's Report and also that the Parking Authority was a member of the New Jersey JIF and that both had resulted in significant savings to the Parking Authority.

The Executive Director further noted that the Risk Management Consultant's Agreement was the product of discussions with the New Jersey JIF personnel to determine the appropriate compensation consistent with best business practices of other participants in the New Jersey JIF. On motion of Commissioner Stamato, seconded by Commissioner Lucia, the contract was approved and authorized on the following vote:

Ayes: Commissioners Gervasio, Lucia, Stamato and

Nays: None

Absent: None

Chairperson Brady recused herself.

At this point, under the New Business portion of the meeting, Mr. Fiore and Mr. Axelrod presented a Proposal for Authorization to Participate in Morris County Cooperative Pricing Council for 2015 through September 30, 2016 for a fee of \$1,000. Mr. Fiore and Mr. Axelrod explained that participation in the Cooperative Pricing Council would ensure compliance with State bidding requirements with respect to businesses offering and approved for services to the Cooperative Pricing Council. On motion of Commissioner Tighe, seconded by Commissioner Gervasio, an Application and Authorization to Participate in the Morris County Cooperative Pricing Council for said period was authorized on the following vote:

Ayes: Commissioners Gervasio, Lucia, Stamato, Tighe and Chairperson Brady

Nays: None

Absent: None

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

On motion of Commissioner Lucia, seconded by Commissioner Tighe, the Administration and Council were authorized to proceed with Mill Creek toward a sales contract and Parking Construction Agreement along the terms discussed subject to future Board approval.

The following Resolutions were presented for the record:

Resolution No. 01-2015: MPA Employee Salary & Wage Schedule. On motion of Commissioner Lucia, seconded by Commissioner Tighe, the Resolution was adopted on the following vote:

Ayes: Commissioners Gervasio, Lucia, Stamato, Tighe and Chairperson Brady

Nays: None

Absent: None

Resolution No. 02-2015: Open Public Meetings Act. On motion of Commissioner Gervasio, seconded by Commissioner Lucia, the Resolution was adopted on the following vote:

Ayes: Commissioners Gervasio, Lucia, Stamato, Tighe and Chairperson Brady

Nays: None

Absent: None

Resolution No. 03-2015: Local Public Contracts Law. On motion of Commissioner Tighe, seconded by Commissioner Lucia, the Resolution was adopted on the following vote:

Ayes: Commissioners Gervasio, Lucia, Stamato, Tighe and Chairperson Brady

Nays: None

Absent: None

Resolution No. 04-2015: Designating Depositories for MPA for 2015. On motion of Commissioner Lucia, seconded by Commissioner Tighe, the Resolution was adopted on the following vote:

Ayes: Commissioners Gervasio, Lucia, Stamato, Tighe and Chairperson Brady

Nays: None

Absent: None

Resolution No. 05-2015: Adopting Cash Management Plan for MPA. On motion of Commissioner Stamato, seconded by Commissioner Lucia, the Resolution was adopted on the following vote:

Ayes: Commissioners Gervasio, Lucia, Stamato, Tighe and Chairperson Brady

Nays: None

Absent: None

Resolution No. 06-2015: Open Public Records Act Requirements for Public Agencies to Make Government Records Subject to Public Access. On motion of Commissioner Lucia, seconded by Commissioner Tighe, the Resolution was adopted on the following vote:

Ayes: Commissioners Gervasio, Lucia, Stamato, Tighe and Chairperson Brady

Nays: None

Absent: None

Resolution No. 07-2015: Affirmative Action Requirements for Public Agencies in the Awarding of Contracts Pursuant to Public Law 1975, C. 127 N.J.A.C. 17:27. On motion of Commissioner Lucia, seconded by Commissioner Tighe, the Resolution was adopted on the following vote:

Ayes: Commissioners Gervasio, Lucia, Stamato, Tighe and Chairperson Brady

Nays: None

Absent: None

Resolution No. 08-2015: A Resolution Appointing as the Parking Authority of the Town of Morristown's Americans with Disability Act Coordinator. On motion of Commissioner Lucia, seconded by Commissioner Stamato, the Resolution was adopted on the following vote:

Ayes: Commissioners Gervasio, Lucia, Stamato, Tighe and Chairperson Brady

Nays: None

Absent: None

Resolution No. 09-2015: Authorizing Execution of an Agreement with the Morris County Cooperative Pricing Council to Become a Member for the Period Through September 30, 2016. On motion of Commissioner Stamato, seconded by Commissioner Gervasio, the Resolution was adopted on the following vote:

Ayes: Commissioners Gervasio, Lucia, Stamato, Tighe and Chairperson Brady

Nays: None

Absent: None

Resolution No. 10-2015: Operating Fund Bills. On motion of Commissioner Lucia, seconded by Commissioner Gervasio, the Resolution was adopted on the following vote:

Ayes: Commissioners Gervasio, Lucia, Stamato, Tighe and Chairperson Brady

Nays: None

Absent: None

Resolution No. 11-2015: Improvement Fund Bills. On motion of Commissioner Gervasio, seconded by Commissioner Lucia, the Resolution was adopted on the following vote:

Ayes: Commissioners Gervasio, Lucia, Stamato, Tighe and Chairperson Brady

Nays: None

Absent: None

Resolution No. 12-2015: Authorizing Continued Membership in the New Jersey Intergovernmental Insurance Fund for the Period Commencing January 1, 2015 Terminating on December 31, 2017. On motion of Commissioner Tighe, seconded by Commissioner Gervasio, the Resolution was adopted on the following vote:

Ayes: Commissioners Gervasio, Lucia, Stamato, Tighe and Chairperson Brady

Nays: None

Absent: None

There being no further business to transact, on motion of Commissioner Gervasio, the meeting was held adjourned.

George Fiore, Executive Director

Linda Stamato, Secretary

Prepared By: Robert S. Goldsmith, Esq.