

MINUTES OF THE ANNUAL REORGANIZATION MEETING OF THE PARKING AUTHORITY OF THE TOWN OF MORRISTOWN, HELD TUESDAY, JANUARY 3, 2017 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, Chairperson Tighe announced “Notice of the Parking Authority of the Town of Morristown’s 2017 Annual Reorganization Meeting was provided in compliance with the Open Public Meetings Act, duly published in The Daily Record on December 13, 2016, and in The Star Ledger on December 13, 2016.”

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

Also Present: Michael Fabrizio, Executive Director, Mark Axelrod, Director of Operations, Gregory Deal, Director of Facilities, 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, Chairperson Tighe, seconded by Commissioner Brady, duly moved the slate of officers for the year 2017.

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

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

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

Nays: None

Absent: None

At this time Chairperson Lucia assumed the Chair and entertained nominations for the Authority Counsel for the ensuing year. On motion of Commissioner Tighe, seconded by Chairperson 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 \$260.00 and \$325.00 hourly blended rate for third-party services on the following vote:

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

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 Gervasio, seconded by Commissioner Brady, the present Bond Counsel, John D. Draikowicz, 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 Brady, Gervasio, Stamato, Tighe and Chairperson Lucia

Nays: None

Absent: None

At this time the floor was opened for nominations for Authority Auditor for the ensuing year. Commissioner Stamato suggested that in view of Mr. Montanino's likely retirement at some point in the future, the Board should consider a broader investigation of other individuals to fill the position of auditor as well as other positions as they arise. On motion of Commissioner Stamato, seconded by Commissioner Brady, the present auditor, Vincent M. Montanino, RMA, PSA with offices at Ferraioli, Wielkocz, Cerullo & Cuva, 401 Wanaque Avenue, Pompton Lakes, New Jersey 07442, was duly voted the appointment as Authority Auditor at a base retainer of \$31,800 on the following vote:

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

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 Stamato, seconded by Chairperson 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 \$9,320 on the following vote:

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

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 Gervasio, seconded by Commissioner Tighe, 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 Brady, Gervasio, Stamato, Tighe and Chairperson Lucia

Nays: None

Absent: None

At this time the floor was opened for nominations for Insurance Consultant for the ensuing year. On motion of Commissioner Gervasio, seconded by Commissioner Brady, 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 Brady, Gervasio, Stamato, Tighe and Chairperson Lucia

Nays: None

Absent: None

At this time the floor was opened for nominations for Financial Consultant for the ensuing year. On motion of Commissioner Gervasio, seconded by Chairperson Lucia, Gary A. Pulcini of Financial S&Iutions, 147 Hermitage Circle, Ligonier, PA 15658, was duly voted Financial Consultant, on the following vote:

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

Nays: None

Absent: None

At this point under the Annual Reorganization Meeting the Executive Director presented the list of meeting dates for 2017 to the Board of Commissioners. On motion of Commissioner Tighe, seconded by Commissioner Gervasio, the dates were approved on the following vote:

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

Nays: None

Absent: None

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

At this point, the Executive Director apologized and advised that the Minutes of the December 20, 2016 Regular Meeting will be presented at the next Board meeting.

The following communications were presented for the record:

Under date of December 28, 2016

To: Commissioners and Counsel, MPA
From: Michael Fabrizio, Executive Director

Letter serving as meeting notice for the Annual Reorganization Meeting of the Parking Authority to be held Tuesday, January 3, 2017 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 Tighe, seconded by Chairperson Lucia, the letter was accepted for file.

Under date of December 15, 2016

To: MPA
From: Vincent Montanino

Letter advising that the present auditor, Vincent M. Montanino, RMA, PSA, newly associated with the firm of Ferraioli, Wielkotz, Cerullo & Cuva, 401 Wanaque Avenue Pompton Lakes, New Jersey 07442. On motion of Commissioner Tighe, seconded by Chairperson Lucia, the letter was accepted for file.

Under date of December 16, 2016

To: MPA
From: Snow Bids

On motion of Commissioner Tighe, seconded by Chairperson Lucia, the letter was accepted for file.

Under date of December 28, 2016

To: MPA
From: DAC

On motion of Commissioner Tighe, seconded by Chairperson Lucia, the letter was accepted for file.

Under date of January 3, 2017

To: MPA
From: Schlosser

On motion of Commissioner Tighe, seconded by Chairperson Lucia, the letter was accepted for file.

Under date of January 3, 2017

To: Maria Makos

From: MPA

Letter enclosing a copy of the executed Risk Management Consultant's Agreement for the period of January 2017 through December 31, 2017. On motion of Commissioner Tighe, seconded by Chairperson Lucia, the letter was accepted for file.

At this point, under the Report portion of the meeting, the December 2016 Monthly Enforcement Report was presented by Mr. Axelrod. Mr. Goldsmith noted his express concern that balance is necessary with respect to the appearance of enforcement and was concerned by the significant increase of some 25% in the number of tickets issued. He noted that this was not consistent with the historic trend of ticket issuance. On motion of Commissioner Tighe, seconded by Commissioner Brady, the Report was accepted for file.

At this point, under the Report portion of the meeting, the December 2016 Security Report was presented and Mr. Axelrod advised that there was nothing of note.

At this point, under the Report portion of the meeting, the Vehicle Maintenance Report was presented by Mr. Axelrod. On motion of Commissioner Brady, seconded by Commissioner Tighe, the Report was accepted for file.

At this point, under the Old Business portion of the meeting, the Insurance Consultant Risk Management Consultant's Agreement for 2017 was presented to the Board. On motion of Commissioner Tighe, seconded by Commissioner Stamato, the agreement was accepted by the Board and subject to a Resolution also on the agenda.

At this point, under the New Business portion of the meeting, Mr. Fabrizio advised the Board of Commissioners that the 2017 MPA Operating Budget had been approved by the Department of Community Affairs. On motion of Commissioner Stamato, seconded by Commissioner Brady, the notice was accepted for file.

At this point, under the New Business portion of the meeting, Mr. Axelrod requested authorization to increase the Night Supervisor's bank from \$100.00 to \$200.00. On motion of Commissioner Tighe, seconded by Commissioner Stamato, the authorization was granted.

At this point, under the New Business portion of the meeting, Budget Appropriation Transfers as set forth in the attached memorandum were approved on motion of Commissioner Tighe, seconded by Commissioner Gervasio, on the following vote:

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

Nays: None

Absent: None

At this point, under the New Business portion of the meeting, Mr. Axelrod presented the 2017 Snow Bids for review and approval. Mr. Axelrod recommended approval of all the bids subject to Mr. Deal making a judgment as to need and discretion for actual usage based on MPA demands. On motion of Commissioner Lucia, seconded by Commissioner Brady, the 2017 Snow Bids were authorized on the following vote:

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

Nays: None

Absent: None

At this point, under the New Business portion of the meeting, Mr. Deal advised the Board of Commissioners that the ramp to the DeHart Street Garage would be closed on Wednesday, January 4, 2017 from 9:00 a.m. to 4:00 p.m. for installation of additional scaffolding.

At this point, under the New Business portion of the meeting, Mr. Fabrizio requested that the Board consider approving Mr. Deal and Mr. Axelrod to carry over ten days each for vacation from 2016 to 2017 because of the unique circumstances arising from the transition of leadership from Mr. Fiore to Mr. Fabrizio. Such carry over would be subject to the approval of Mr. Fabrizio. On motion of Commissioner Lucia, seconded by Commissioner Tighe, the authorization was granted on a one-time basis on the following vote:

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

Nays: None

Absent: None

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

The following Resolutions were presented for the record:

Resolution No. 01-2017: MPA Employee Salary & Wage Schedule. On motion of Commissioner Tighe, seconded by Commissioner Gervasio, the Resolution was adopted on the following vote:

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

Nays: None

Absent: None

Resolution No. 02-2017: Open Public Meetings Act. On motion of Commissioner Brady, seconded by Commissioner Tighe, the Resolution was adopted on the following vote:

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

Nays: None

Absent: None

Resolution No. 03-2017: Local Public Contracts Law. On motion of Commissioner Brady, seconded by Commissioner Tighe, the Resolution was adopted on the following vote:

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

Nays: None

Absent: None

Resolution No. 04-2017: Designating Depositories for MPA for 2017. On motion of Commissioner Brady, seconded by Chairperson Lucia, the Resolution was adopted on the following vote:

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

Nays: None

Absent: None

Resolution No. 05-2017: Adopting Cash Management Plan for MPA. On motion of Commissioner Tighe, seconded by Commissioner Stamato, the Resolution was adopted on the following vote:

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

Nays: None

Absent: None

Resolution No. 06-2017: Open Public Records Act Requirements for Public Agencies to Make Government Records Subject to Public Access. On motion of Commissioner Brady, seconded by Chairperson Lucia, the Resolution was adopted on the following vote:

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

Nays: None

Absent: None

Resolution No. 07-2017: 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 Chairperson Lucia, seconded by Commissioner Brady, the Resolution was adopted on the following vote:

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

Nays: None

Absent: None

Resolution No. 08-2017: Appointing a Coordinator for the Americans with Disability Act for the Parking Authority of the Town of Morristown. On motion of Commissioner Tighe, seconded by Commissioner Gervasio, the Resolution was adopted on the following vote:

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

Nays: None

Absent: None

Resolution No. 09-2017: Authorizing the Payment of MPA Operating Bills. On motion of Commissioner Stamato, seconded by Commissioner Tighe, the Resolution was adopted on the following vote:

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

Nays: None

Absent: None

Resolution No. 10-2017: Authorizing the Payment of Operating Fund Bills. On motion of Commissioner Stamato, seconded by Commissioner Gervasio, the Resolution was adopted on the following vote:

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

Nays: None

Absent: None

Resolution No. 11-2017: Authorizing the Payment of Bills Associated with the Lot 10 Redevelopment. On motion of Commissioner Tighe, seconded by Commissioner Brady, the Resolution was adopted on the following vote:

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

Nays: None

Absent: None

Mr. Fabrizio advised the Board of the adoption of the 2017 MPA Operating Budget by the Division of Local Government Services.

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

Michael Fabrizio, Executive Director

James Gervasio, Secretary

Prepared By: Robert S. Goldsmith, Esq.