

**MINUTES OF THE ANNUAL REORGANIZATION MEETING OF THE PARKING AUTHORITY OF THE TOWN OF MORRISTOWN, HELD TUESDAY, JANUARY 5, 2016 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 Brady announced “Notice of the Parking Authority of the Town of Morristown’s 2016 Annual Reorganization Meeting was provided in compliance with the Open Public Meetings Act, duly published in The Daily Record on December 8, 2015, and in The Star Ledger on December 8, 2015.”

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

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

Absent: None

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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 Lucia, seconded by Commissioner Gervasio, duly moved the slate of officers for the year 2016.

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

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

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At this time Chairperson Tighe 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

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

Nays: None

Absent: None

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At this time the floor was opened for nominations for Authority Auditor for the ensuing year. On motion of Commissioner Lucia, seconded by Commissioner Brady, 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 \$30,800 on the following vote:

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

Nays: None

Absent: None

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At this time the floor was opened for nominations for Authority Parking Consultant for the ensuing year. On Motion of Commissioner Lucia, seconded by Chairperson Tighe, 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 \$9,600 on the following vote:

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

Nays: None

Absent: None

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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 Brady, 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 Brady, Gervasio, Lucia, Stamato and Chairperson Tighe

Nays: None

Absent: None

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

Nays: None

Absent: None

Commissioner Brady recused herself

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

Nays: None

Absent: None

At this time the floor was opened for nominations for Consultant for Redevelopment and Development for the ensuing year. On motion of Chairperson Tighe, seconded by Commissioner Gervasio, Michael Fabrizio of CBD Consulting, LLC, 10 Deerfield Road Mendham, New Jersey, 07945 was duly voted Consultant for Redevelopment and Development, on the following vote:

Ayes: Commissioners Gervasio, Lucia, Stamato and Chairperson Tighe

Nays: None

Abstention: Commissioner Brady

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At this point under the Annual Reorganization the Executive Director presented the already approved list of meeting dates for 2016 to the Board of Commissioners.

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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 Tighe presiding.

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At this point, the Executive Director presented the Minutes of the December 15, 2015 Regular Meeting. On motion of Commissioner Lucia, seconded by Commissioner Gervasio, the Minutes were approved.

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The following communications were presented for the record:

Under date of December 29, 2015

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

Letter serving as meeting notice for the Annual Reorganization Meeting of the Parking Authority to be held Tuesday, January 5, 2016 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 Lucia, seconded by Commissioner Brady, the letter was accepted for file.

Under date of December 8, 2016

To: Gregory Deal  
From: Patricia Sly

Correspondence from Patricia Sly, Executive Director of the Jersey Battered Women's Service (JBWS) requesting complimentary parking for its individuals to whom services are provided, victims of domestic violence. A conversation ensued during which the consensus of the Board of Commissioners was that the existing policy of the Morristown Parking Authority to decline such requests in view of the significant number of religious institutions and non-profit institutions based in the Town of Morristown should be continued and in fact memorialized. On motion of Commissioner Lucia, seconded by Commissioner Brady, the policy was formally adopted subject to exceptions as the Board may from time to time approve and Assistant Director Axelrod and Mr. Goldsmith were directed to prepare such a written policy for formal consideration by the Board at the meeting of January 19, 2016 on the following vote:

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

Nays: None

Absent: None

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

Under date of December 8, 2015

To: George Fiore, Executive Director  
From: Francis Regan

Correspondence forwarding Steven Tombalakian's request that the 60 day exclusive negotiations period between MPA and Bijou be extended by the MPA when it next meets so collective efforts to reach a contract may continue. On motion of Commissioner Lucia, seconded by Commissioner Brady, the letter was accepted for file.

Under date of December 15, 2015

To: Michael Fabrizio  
From: George Fiore, Executive Director

Letter advising that the Board of Commissioners approved Michael Fabrizio's proposal for consulting services with respect to redevelopment and development projects on behalf of the MPA and the Town of Morristown. The letter further advises that the MPA has accepted the terms of the proposal of \$150 per hour with a maximum authorization of \$36,000 per year and asks that its initial meeting not be charged. On motion of Commissioner Gervasio, seconded by Commissioner Brady, the letter was accepted for file.

Under date of December 15, 2015

To: Allen Kopelson  
From: Robert Beckelman

Letter confirming that NK Architects and MPA have agreed to amend their Parking Agreement, dated August 11, 2014, pursuant to paragraph 9 of the Agreement, to allocate 27 (increased from 22) parking spaces for use by NK employees at the Property and that 12 (increased from 7) of the allocated spaces shall be located in the Dalton Facility. On motion of Commissioner Lucia, seconded by Commissioner Stamato, the letter was accepted for file.

Under date of December 15, 2015

To: Board of Commissioners, MPA  
From: Linda Brooks

Letter explaining the purpose of The Woman's Club of Morristown and requesting reduced or free parking for approximately 10 to 20 spaces at the DeHart Street Parking Lot on the third Tuesday of every month for its general meeting from 12pm to 4pm and for its Annual Rummage Sale which runs in August for 4 days. The letter states that the parking spaces needed are for Club Members only. On motion of Commissioner Lucia, seconded by Commissioner Stamato, the letter was accepted for file.

Under date of December 17, 2015

To: Ryan Taylor  
From: George Fiore, Executive Director

Letter enclosing a Notice of Right to Elect COBRA Continuation Coverage, which contains specific information concerning ability to elect to continue medical coverage through the State Health Benefits Program maintained under the MPA group health plan. On motion of Commissioner Brady, seconded by Chairperson Tighe, the letter was accepted for file.

Under date of December 17, 2015

To: Erdem Ozen  
From: George Fiore, Executive Director

Letter enclosing a Notice of Right to Elect COBRA Continuation Coverage, which contains specific information concerning ability to elect to continue medical coverage through the State Health Benefits Program maintained under the MPA group health plan. On motion of Commissioner Brady, seconded by Chairperson Tighe, the letter was accepted for file.

Under date of December 18, 2015

To: Linda Barsky Firkser  
From: Mark Axelrod

Letter in response to Ms. Firkser's letter of December 3, 2015 regarding parking in conjunction with her training classes at the Dodge Foundation. The letter advises that the difficulty in providing free or reduced rate parking to CASA is that it would require the MPA Board of Commissioners to look favorably upon other such requests from the many other important non-profit agencies located in Town or utilizing services in Town. The letter further advises that it desires to remain equitable, fair and impartial to all such requests while continuing to meet the financial obligation it has to its bond holders. On motion of Commissioner Lucia, seconded by Chairperson Tighe, the letter was accepted for file.

There were no Reports presented at this meeting. They are to be presented at the meeting of January 19, 2016.

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At this point, the Assistant Director reported on the 2015 Remaining Vacation/Personal Days. He advised the Board of Commissioners that Mr. Fiore has 5 days remaining, Mr. Axelrod has 10 days, Mr. Geary has 19 days, Mr. Deal has 17 days, Mr. Margiotta has 4 days and Mr. O'Fallon has 4 days. The Board of Commissioners reiterated its long standing policy that these days can be carried over into calendar year 2016 but must be used or lost by March 31, 2016. There is to be no compensation for unused Vacation Days. On motion of Commissioner Lucia, seconded by Commissioner Stamato, this policy was affirmed on the following vote:

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

Nays: None

Absent: None

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At this point, under the Report portion of the meeting, the Executive Director reported on security and noted that there was nothing of significance, that the camera installation under way is nearly complete.

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At this point, under the Old Business portion of the meeting, the Executive Director presented the Insurance Consultant, Risk Management Consultant's Agreement for 2016. The Board of Commissioners was advised that the percentage was based upon discussions with the JIF in which the Morristown Parking Authority participates and the Agreement was to provide a fee of 6.5% of the insurance premiums. This was typically ½% less than most such Consultant's Agreements. The Executive Director and Counsel advised the Board that Mr. Schlosser provides much assistance in a timely and knowledgeable fashion to the Board and Administration on an ongoing basis with respect to health insurance, liability and casualty insurance. 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 Chairperson Tighe

Nays: None

Absent: None

Chairperson Brady recused herself.

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At this point, under the Old Business portion of the meeting, the Executive Director and Counsel advised the Board that the Epstein's Building C/MPA Property Access Agreement was progressing, Mr. Fiore advised that there had been communications between the MPA's architect, Robert Weissenborn and the architect for Rosewood Properties and it is anticipated that the Agreement will be presented to the Board shortly.

At this point, under the Old Business portion of the meeting, the Board suspended the regular order of business and proceeded to the Resolutions.

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At this point, the Board returned to the Old Business portion of the meeting and the Executive Director requested Authorization to Increase the Front Office Change Fund from \$380 to \$400. On motion of Commissioner Lucia, seconded by Commissioner Brady, the authorization was granted on the following vote:

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

Nays: None

Absent: None

At this point, under the Old Business portion of the meeting, the Executive Director recommended Membership Renewal in the Morris County Cooperative Pricing Council for 2016. The Executive Director also noted that the Parking Authority also participates in a parking authority cooperative pricing entity, but that participation in both was worthwhile. On motion of Commissioner Lucia, seconded by Commissioner Stamato, the authorization was granted on the following vote:

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

Nays: None

Absent: None

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At this point, under the New Business portion of the meeting, the Assistant Director presented quotes for snow removal and clearance. He advised that two responses had been received. On motion of Commissioner Stamato, seconded by Commissioner Lucia, the Board of Commissioners authorized all submitted vendors to be utilized on an as needed basis on the following vote:

Ayes: Commissioners Brady, Lucia, Stamato and Chairperson Tighe

Nays: None

Absent: Commissioner Gervasio

At this point, under the New Business portion of the meeting, the Administration made recommendations for employment of Joseph C. Comprelli as a Parking Enforcement Officer, Myles K. Johnson as a Parking Enforcement Officer and Jaime H. Rodriguez as a Parking Enforcement Officer. It was explained by Mr. Axelrod that postings were made in various locations including the County College of Morris and the Administration recommended this diverse group of PEOs.

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The following Resolutions were presented for the record:

Resolution No. 01-2016: MPA Employee Salary & Wage Schedule. On motion of Commissioner Lucia, seconded by Commissioner Stamato, the Resolution was adopted on the following vote:

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

Nays: None

Absent: None

Resolution No. 02-2016: Open Public Meetings Act. On motion of Commissioner Lucia, seconded by Commissioner Brady, the Resolution was adopted on the following vote:

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

Nays: None

Absent: None

Resolution No. 03-2016: Local Public Contracts Law. On motion of Chairperson Tighe, seconded by Commissioner Lucia, the Resolution was adopted on the following vote:

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

Nays: None

Absent: None

Resolution No. 04-2016: Designating Depositories for MPA for 2016. On motion of Commissioner Stamato, seconded by Commissioner Lucia, the Resolution was adopted on the following vote:

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

Nays: None

Absent: None

Resolution No. 05-2016: Adopting Cash Management Plan for MPA. On motion of Commissioner Lucia, seconded by Commissioner Stamato, the Resolution was adopted on the following vote:

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

Nays: None

Absent: None

Resolution No. 06-2016: Open Public Records Act Requirements for Public Agencies to Make Government Records Subject to Public Access. On motion of Commissioner Brady, seconded by Commissioner Lucia, the Resolution was adopted on the following vote:

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

Nays: None

Absent: None

Resolution No. 07-2016: 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 Stamato, the Resolution was adopted on the following vote:

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

Nays: None

Absent: None

Resolution No. 08-2016: 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 Brady, Gervasio, Lucia, Stamato and Chairperson Tighe

Nays: None

Absent: None

Resolution No. 09-2016: Authorizing Emergency Repairs to the DeHart Street Garage. On motion of Commissioner Lucia, seconded by Commissioner Brady, the Resolution was adopted on the following vote:

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

Nays: None

Absent: None

Resolution No. 10-2016: Operating Fund Bills. On motion of Commissioner Lucia, seconded by Commissioner Brady, the Resolution was adopted on the following vote:

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

Nays: None

Absent: None

Resolution No. 11-2016: Improvement Fund Bills. On motion of Chairperson Tighe, seconded by Commissioner Lucia, the Resolution was adopted on the following vote:

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

Nays: None

Absent: None

Resolution No. 12-2016: Authorizing the Hiring of Morristown Parking Authority Employees. On motion of Commissioner Stamato, seconded by Commissioner Lucia, the Resolution was adopted on the following vote:

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

Nays: None

Absent: None

Resolution No. 13-2016: Appointing Parking Enforcement Officers of the Parking Authority of the Town of Morristown. On motion of Commissioner Stamato, seconded by Commissioner Lucia, the Resolution was adopted on the following vote:

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

Nays: None

Absent: None

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At this point, Chairperson Tighe inquired as to the status of the public relations efforts undertaken by the Parking Authority. Mr. Axelrod responded that the Administration had directed the PR individual, Mr. Fenichel to focus on the website and it is anticipated that modifications to the website which are key to the MPA's public outreach be completed during the month of January 2016.

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

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George Fiore, Executive Director

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James Gervasio, Secretary

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Prepared By: Robert S. Goldsmith, Esq.