

**Newton Parking Authority**  
**September 5, 2013 Meeting - Minutes**

**Roll Call** – meeting called to order at 8:50 a.m. by Chairman Edwards.

**Present:** Mr. Dudes, Ms. Ochrym, Mr. Leone, Chairman Edwards  
**Excused:** Mr. Mitchell  
**Also Present:** Thomas S. Russo, Jr., Newton Town Manager/Secretary  
Linda Roth, Newton Tax Collector

**Open Public Meetings Act Statement** – read by Chairman Edwards.

**Approval of Minutes**

June 6, 2013 Special Meeting Minutes - Motion to Approve by Mr. Dudes,  
Second by Mr. Leone.  
Approved 3-1 (Abstain-Ms. Ochrym).

**Financial Reports**

May 31, 2013, June 30, 2013, and July 31, 2013 Treasurer's Reports.  
Motion to Approve by Mr. Leone, Second by Mr. Dudes.  
Approved 4-0.

**Old Business**

a) RPM Development Group – to be discussed later in the agenda.

**New Business**

a) Review of Purchase Ledger for Parking Passes – May, June, and July 2013 – no discussion.

**Approval of Bills**

a. STAMP FULFILLMENT _____	\$292.30
b. CURRENT ACCOUNT _____	586.67
c. DIRECT ENERGY BUSINESS, INC. _____	427.38
d. HOME DEPOT, INC. _____	322.43
e. JCP&L _____	707.77
f. NEW JERSEY HERALD, INC. _____	49.80
g. STATEWIDE INSURANCE _____	11,150.00
h. DIRECT ENERGY BUSINESS, INC. _____	469.12
i. DUNCAN PARKING TECHNOLOGIES _____	550.00
j. JCP&L _____	693.86
k. METRIC PARKING INC. _____	594.14
l. BOONTON TIRE SUPPLY, INC. _____	79.23
m. CURRENT ACCOUNT _____	13,000.00
n. DIRECT ENERGY BUSINESS, INC. _____	469.93
o. JCP&L _____	694.51
p. METRIC PARKING, INC. _____	298.00
q. QUILL CORPORATION _____	29.99

Motion to Approve all items as listed, by Mr. Leone, Second by Mr. Dudes.  
Motion Approved 4-0.

### **Old Business**

#### **a) RPM Development Group –**

RPM has hired Gerry Giosa from Level G Associates to devise a sign and parking program for the Newton Town Centre Senior Housing Project (NTC). Mr. Giosa was present to go over his recommendations on a map entitled “Proposed Signs & Pavement Markings”.

The NTC project will be comprised of parking spaces 1-52. The Parking Authority will be responsible for P1-P27. RPM representatives Susannah Henschel and Mike Knab indicated that there will be no cost to the tenants for their parking spaces. The Parking Authority has yet to determine the allocation mechanism for spaces P1-P27.

Elevator Access – Ms. Henschel and Mr. Knab indicated that the Town would be able to purchase FOBs allowing municipal employees or volunteers access to the lobby area of the building. NTC residents would have elevator access to all floors.

Cory Stoner, Town Engineer, advised that there were some concerns about turning radius in particular areas of the parking structure. Mr. Stoner advised that space P20 does not need to be a “compact only” spot. Discussion ensued about moving the 2 handicap Parking Authority spots closer to the stairwell on Union. Consensus of the Parking Authority members was to leave the total Parking Authority spaces at 27, with Mr. Stoner and RPM representatives to redesign the layout as they deem safe and appropriate.

Mr. Russo brought up the fact that a lease will need to be developed for the 50 Trinity Street parking lot area so that same can be utilized by the Parking Authority as a temporary Lot #5 while the rest of the parking/project is being developed.

Mr. Knab indicated that RPM expects to hear on September 20<sup>th</sup> if their funding request for this project was approved.

### **Public to be Heard**

Jeff Schiffner, Parking Authority Attendant, brought forth two suggestions for Lot #1 Adams Street: make same a 10-hour lot instead of 2-hour maximum; and (2) allow parking passes to be accepted at this lot. Discussion ensued.

Motion by Mr. Leone, second by Ms. Ochrym to accept Mr. Schiffner’s recommendations and advise the Town Council of same.  
Approved 3-0.

Mr. Schiffner also advised the Parking Authority that several meters are missing in the Main Street Area. Chairman Edwards instructed Mr. Schiffner and Ms. Roth to install replacements.

Next meeting will be on Thursday, November 7, 2013 at 8:45am.

Motion to Adjourn by Mr. Leone, Second by Ms. Ochrym. Motion Approved 3-0.

**ADJOURNED AT 10:15 a.m.**

Respectfully submitted,

*Thomas S. Russo, Jr.*

/s/ THOMAS S. RUSSO, JR.

NEWTON PARKING AUTHORITY SECRETARY