

Newton Parking Authority Meeting
February 4, 2016 – Minutes

Roll Call – meeting called to order at 8:58 a.m. by Chairman Edwards.

Present: Mr. Ciaravolo, Mr. Leone, Chairman Edwards

Excused: Vice Chairman Mitchell, Mr. Dudes

Also Present: Thomas S. Russo, Jr., Newton Town Manager/PA Secretary
Linda Roth, Tax Collector (representing CFO/PA Treas. Dawn Babcock)

Open Public Meetings Act Statement – read by Thomas S. Russo, Jr., Parking Authority Secretary.

Approval of Minutes

Motion to approve December 3, 2015 regular meeting minutes as presented, by Mr. Ciaravolo, seconded by Mr. Leone. Approved 3-0.

Financial Reports

Motion to approve November 30, 2015 Treasurer’s Report, December 31, 2015 Treasurer’s Report and 2015 Receipts and Disbursements Report as presented, by Mr. Ciaravolo, seconded by Mr. Leone. Approved 3-0.

Old Business

- a) RPM – Susannah Henschel, Assistant VP of Development of RPM Development Group, was on the Polycom phone for this discussion. Ms. Henschel provided an updated on the Newton Town Centre Project. She indicated: the project received tax credit funding in November; construction drawings are in progress; a relocation plan for the utilities is being developed; parking drawings are in progress for the lot at 50 Trinity Street; and they would like to schedule public discussions on the new building and parking configurations later in the year.

After a brief discussion, Mr. Ciaravolo made a motion, seconded by Mr. Leone, to authorize the relocation of utilities as requested by RPM and for the Town Manager/Parking Authority Secretary, Mr. Russo, to be authorized to execute a letter agreement and other forms necessary to effectuate the consent, in consultation with counsel. Approved 3-0.

New Business

- a) Annual Reorganization

Chairman – Ken Edwards

Vice Chairman – Keith Mitchell

Secretary – Town Manager Thomas S. Russo, Jr.

Motion by Mr. Ciaravolo, seconded by Mr. Leone. Approved 3-0.

- b) Newton Rotary Request – Mr. Russo asked the Parking Authority members to review the email request dated January 27, 2016. A brief discussion ensued and the Authority asked Mr. Russo to advise the Newton Rotary that although the Parking Authority is not in a financial position to give away free parking to the Rotary luncheon attendees on a weekly basis, they would be willing to discuss a mutually beneficial and convenient financial arrangement directly with the owner of the Spring Street Pub & Grill. Mr. Russo to send an email to this effect.

- c) Review of Purchase Ledgers for Parking Passes – November and December 2015. No discussion.
- d) Motion to add discussion items (Discounts for Day/Overnight Parking Passes and Gary Govier Monthly Parking Report) under New Business. Made by Mr. Leone, seconded by Mr. Ciaravolo. Approved 3-0.

Mr. Leone brought forth a topic to discuss regarding potential discounts for the purchase of both day/overnight parking passes.

Ms. Roth reviewed and distributed a report from Gary Govier, Parking Enforcement Attendant, on his monthly duties.

Approval of Bills

a. Direct Energy Business, Inc. _____	114.89
b. Home Depot, Inc. _____	100.56
c. Minisink Press Inc. _____	330.00
d. Take a Powder Inc. d/b/a Meter Product _____	1,834.00
e. Take a Powder Inc. d/b/a Meter Product _____	2,279.20
f. JCP&L _____	199.91
g. Quill Corporation _____	44.87
h. Direct Energy Business, Inc. _____	105.19
i. Green mountain energy company _____	1,545.66
j. JCP&L _____	275.27
k. Weights and Measures Fund _____	300.00

Motion to approve bills items **a-k** as presented, made by Mr. Leone, seconded by Mr. Ciaravolo. Approved 3-0.

Public to be Heard

None.

Motion to Adjourn by Mr. Leone, seconded by Mr. Ciaravolo. Approved 3-0.

ADJOURNED AT 9:55 a.m.

Next meeting is April 7, 2016 at 8:45 a.m.

Respectfully submitted,

Thomas S. Russo, Jr.

/s/ THOMAS S. RUSSO, JR.

NEWTON PARKING AUTHORITY SECRETARY