

AGENDA
NEWTON PARKING AUTHORITY

APRIL 7, 2016
8:45 A.M.

I. ROLL CALL

MR. EDWARDS	MR. MITCHELL	MR. DUDES	REV. LEONE	MR. CIARAVOLO
MR. RUSSO	MS. ROTH			

II. OPEN PUBLIC MEETINGS ACT STATEMENT

III. APPROVAL OF MINUTES - FEBRUARY 4, 2016 MEETING

IV. FINANCIAL REPORTS - JANUARY 31, 2016 TREASURER'S REPORT
FEBRUARY 28, 2016 TREASURER'S REPORT

V. OLD BUSINESS

VI. NEW BUSINESS

- a. NEWTON TOWN CENTRE – GROUND LEASE
- b. REVIEW OF PURCHASE LEDGERS FOR PARKING PASSES – JANUARY & FEBRUARY 2016

VII. APPROVAL OF BILLS

a. DIRECT ENERGY BUSINESS, INC.	_____	126.49
b. HOME DEPOT, INC.	_____	14.12
c. JCP&L	_____	866.15
d. NEW JERSEY HERALD, INC.	_____	13.80
e. QUILL CORPORATION	_____	3.19
f. DIRECT ENERGY BUSINESS, INC.	_____	81.24
g. HOME DEPOT, INC.	_____	2.17
h. JCP&L	_____	502.17

VIII. PUBLIC TO BE HEARD

IX. ADJOURNMENT

Next meeting is June 2, 2016

**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

**NEWTON PARKING AUTHORITY TREASURER'S REPORT
JANUARY 31, 2016**

<u>CASH BALANCE:</u>	MONTH	<u>INTEREST:</u>	MONTH	YR-TO-DATE
CHECKING ACCOUNT	\$ 52,303.64		\$ 12.10	\$ 12.10

STREET METER RECEIPTS:

MONTH	\$ 1,040.88
 YR-TO-DATE	
2016	\$ 1,040.88
2015	\$ 1,405.37
2014	\$ 1,764.59

PLAZA RECEIPTS:

MONTH	\$ 2,138.31
 YR-TO-DATE	
2016	\$ 2,138.31
2015	\$ 1,959.46
2014	\$ 3,133.03

PARKING PASS RECEIPTS:

MONTH	\$ 14,935.00
 YR-TO-DATE	
2016	\$ 14,935.00
2015	\$ 12,951.00
2014	\$ 8,229.00

MISCELLANEOUS:

MONTH	
 YR-TO-DATE	

LEASING CONTRACT:

MONTH	
 YR-TO-DATE	

2016	\$ -	2016	\$ -
2015	\$ 486.97	2015	\$ 650.00
2014	\$ 11,650.00	2014	\$ 650.00

<u>MONTH</u>	<u>STREET MTR</u>	(CENTRAL) <u>#4 BLUE</u>	(EASTERN) <u>#5 BLK</u>	(MAIN) <u>#2</u>	(ADAMS) <u>#1 RED</u>	(WESTERN) <u>#3 GRN</u>
	158	69	36	24	46	108
2016	\$ 1,040.88	\$ 441.64	\$ 160.47	\$ 681.60	\$ 127.92	\$ 726.68
2015	\$ 1,405.37	\$ 540.75	\$ 149.75	\$ 412.61	\$ 203.35	\$ 653.00
2014	\$ 1,764.59	\$ 879.34	\$ 194.30	\$ 885.52	\$ 184.11	\$ 989.76

YR-TO-DATE

2016	\$ 1,040.88	\$ 441.64	\$ 160.47	\$ 681.60	\$ 127.92	\$ 726.68
2015	\$ 1,405.37	\$ 540.75	\$ 149.75	\$ 412.61	\$ 203.35	\$ 653.00
2014	\$ 1,764.59	\$ 879.34	\$ 194.30	\$ 885.52	\$ 184.11	\$ 989.76

RESPECTFULLY SUBMITTED BY: LINDA ANN ROTH

**NEWTON PARKING AUTHORITY TREASURER'S REPORT
FEBRUARY 28, 2016**

<u>CASH BALANCE:</u>	MONTH	<u>INTEREST:</u>	MONTH	YR-TO-DATE
CHECKING ACCOUNT	\$57,415.66		\$18.25	\$30.35

STREET METER RECEIPTS:

MONTH	\$1,827.53
YR-TO-DATE	
2016	\$2,868.41
2015	\$1,819.92
2014	\$2,998.52

PLAZA RECEIPTS:

MONTH	\$1,730.99
YR-TO-DATE	
2016	\$4,359.30
2015	\$2,814.71
2014	\$5,590.40

PARKING PASS RECEIPTS:

MONTH	\$2,069.00
YR-TO-DATE	
2016	\$17,004.00
2015	\$14,754.00
2014	\$9,553.00

<u>MISCELLANEOUS:</u>	<u>LEASING CONTRACT:</u>	
MONTH	MONTH	
YR-TO-DATE	YR-TO-DATE	
2016	\$0.00	
2015	\$486.97	
2014	\$11,650.00	
	2016	\$0.00
	2015	\$650.00
	2014	\$650.00

<u>MONTH</u>	<u>STREET MTR</u>	(CENTRAL) <u>#4 BLUE</u>	(EASTERN) <u>#5 BLK</u>	(MAIN) <u>#2</u>	(ADAMS) <u>#1 RED</u>	(WESTERN) <u>#3 GRN</u>
	158	69	36	24	46	108
2016	\$1,827.53	\$544.56	\$176.67	\$538.12	\$200.90	\$760.74
2015	\$414.55	\$204.60	\$103.50	\$250.15	\$78.60	\$218.40
2014	\$1,335.47	\$706.30	\$129.76	\$667.74	\$199.10	\$754.47
<u>YR-TO-DATE</u>						
2016	\$2,868.41	\$986.20	\$337.14	\$1,219.72	\$328.82	\$1,487.42
2015	\$1,819.92	\$745.35	\$253.25	\$662.76	\$281.95	\$871.40
2014	\$2,998.52	\$1,585.64	\$324.06	\$1,553.26	\$383.21	\$1,744.23

RESPECTFULLY SUBMITTED BY: LINDA ANN ROTH

JANUARY 2016

TOWN OF NEWTON
DAILY PARKING PASSES

NAME-LAST, FIRST	NEWTON ADDRESS	NEWTON PHONE #	PRIMARY LO	YEAR-\$269	QTR-\$75	MONTH-\$25	PASS #	PYMT
WALLING, BARBARA	33 MILL ST APT 8R	862-812-6065	3			\$ 25.00	16-001	CASH
COUNTY OF SUSSEX	1 SPRING STREET	973-579-0250	3	FREE			16-006/030	FREE
BLD	93 SPRING STREET	973-579-0606	3	FREE			16-031/050	FREE
COUNTY OF SUSSEX	1 SPRING STREET	973-579-0300	3	\$ 5,380.00			16-051/070	65323
WHI SOLUTIONS INC		973-300-0606x9640	3	\$ 269.00			16-079	101326
BOBER, JONATHAN	51 TRINITY STREET	973-347-0210	3			\$ 25.00	16-090	3690
KARABETSOS, RICHARD	17 MAIN STREET	973-383-6086	3			\$ 25.00	16-091	CASH
POMPELIO, ANN	61 SPRING ST.	973-383-3900	3			\$ 25.00	16-092	2501
NADLER PHILIP	83 SPRING ST - 203	383 3600	3			\$ 25.00	16-093	CASH
KLYM, SHELLY	110 SPRING ST APT2	862-254-5913	3			\$ 25.00	16-094	CASH
CHURCH OF JESUS	168 SPRING ST.	876-1530	3			\$ 25.00	16-095	8003127081
MOSTELLER CHERI	93 SPRING ST	973-579-6250	4		\$ 75.00		16-098	1767
GALLAGHER PREMPREE	11 MAIN ST	201-999-0478	3			\$ 25.00	16-099	447
ROSENGRANZ, LUZ	1 TRINITY ST 604	973-896-8745	3			\$ 25.00	16-100	CASH
BIGGS, CURTIS	1 TRINITY ST 201	832-651-5786	3			\$ 25.00	16-101	CASH
NAPPI, LOUIS	127 SPRING ST 3RD FL	201-341-6539	3			\$ 25.00	16-102	CASH
CARRIGAN, MARION	117 MAIN STREET	973-487-7533	3			\$ 25.00	16-103	2084
CARRIGAN, MARION	117 MAIN STREET	973-487-7533	3	\$ 269.00			16-104	166
HEMSCHOT, ERNEST	83 SPRING ST -	973-951-7350	3		\$ 75.00		16-105	1720
DIETERLE, KATHERINE	83 SPRING ST	973-300-0281	3			\$ 25.00	16-106	4232
BRAUER CATHERINE	93 SPRING ST	973-222-1580	3			\$ 25.00	16-107	CASH
D AND H	83 Spring Street	973-940-1851 x259	3			\$ 500.00	16-108/127	14952
STICKLES, JOSEPH	115 SPRING STREET	973-534-3963	3			\$ 25.00	16-128	CASH
FISHBEIN, RACHAEL	9A MAIN STREET	973-600-7473	3			\$ 25.00	16-129	CASH
CLEMENTS GEORGE	9A MAIN STREET	862-222-5396	3			\$ 25.00	16-130	CASH
CLEMENTS GEORGE	9A MAIN STREET	862-222-5396	3			\$ 25.00	16-131	CASH
TURNER, SEAN	122 SPRING ST., UNIT2	315-402-6384	3	\$ 269.00			16-132	#167
BAYKARA, TULAY	173 SPRING ST.	862-219-9975	3			\$ 25.00	16-133	1024
DIAZ, GINA	214 SPRING STREET	973-903-9721	3			\$ 25.00	16-134	477
PUCCIO, KAREN	83 SPRING ST	973-534-3248	3			\$ 75.00	16-135	1353
MENTAL HEALTH	83 SPRING ST 302B		3	\$ 1,345.00			16-136/140	1914
WALLACE, RACHEL	61 SPRING ST.	862-354-7484	3		\$ 75.00		16-141	1260
PEREZ DANIEL	93 SPRING ST STE 505	973-300-5135	3	\$ 269.00			16-142	1442
SUB TOTALS				\$ 7,801.00	\$ 300.00	\$ 1,000.00		
KRISTIANSEN, JOHN	1 TRINTIYS ST. UNIT 603	973-579-2256				\$ 25.00	16-151	3241
ALEGRINO, BRYAN	11 MORAN ST APT 2	973-800-9034				\$ 25.00	16-152	CASH
PLANNED PARENTHOOD	8 MORAN ST	973-383-5218	3		\$ 225.00		16-153/155	114254
FERRIE CHARLES	1 TRINITY ST #103	973-534-6415	3			\$25.00	16-156	CASH

Check Register - (620001) CASH - PARKING AUTH-LAKELAND #594

DATE CHECK # PAID TO AMOUNT VOID AMOUNT VOID DATE REASON

2/25/2016	22926	2872 DIRECT ENERGY BUSINESS INC.	126.49			
2/25/2016	22927	1866 HOME DEPOT, INC.	14.12			
2/25/2016	22928	113 JCP&L	866.15			
2/25/2016	22929	116 NEW JERSEY HERALD, INC.	13.80			
2/25/2016	22930	39 QUILL CORPORATION	3.19			

1,023.75

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1,023.75

Check Register - (620001) CASH - PARKING AUTH-LAKELAND #594

DATE	CHECK #	PAID TO	AMOUNT	VOID AMOUNT	VOID DATE	REASON
3/21/2016	22931	2072 DIRECT ENERGY BUSINESS INC.	81.24			
3/21/2016	22932	1866 HOME DEPOT, INC.	2.17			
3/21/2016	22933	113 JCP&L	502.17			
			<u>585.58</u>			
			585.58			