

Agenda
New Brunswick Parking Authority
December 20, 2017

- A. Call to Order
- B. Read Public Notice
- C. Minutes from November 2017 Regular Board Meeting
- D. Executive Director's Report
- E. Committee Reports
 - 1. Finance Bright Rajaratnam/Louis Garlatti
 - 2. Legal Leonard T. Bier
- F. Public Comment
- G. Board Discussion
- H. Resolutions
 - 1. Payment Resolution for December 2017
 - 2. Resolution approving public bid contract to Sal Electric to replace Wellness Helix Lighting Fixtures
 - 3. Resolution authorizing the Valet Credit Card Account with Amboy Bank
- I. Old Business
- J. New Business
- K. Closed Session
 - 1. Legal
 - 2. Personnel
- L. Open Session
- M. Adjourn

**Minutes of a Regular Board Meeting
December 20, 2017**

A Regular Meeting of the New Brunswick Parking Authority was held on December 20, 2017 in the conference room of the New Brunswick Parking Authority located at 106 Somerset Street, New Brunswick, New Jersey. Treasurer Louis Garlatti Jr. called the meeting to order at 5:00 p.m.

Mr. Garlatti read the Public Statement as required by P.L. 1975.

Commissioners in Attendance:	Tony Caputo Edwin Keefe Louis Garlatti, Jr. Andrea Eato-White	1 st Vice Chairman Secretary Treasurer Commissioner
Legal in Attendance:	Leonard Bier	General Counsel
NBPA Personnel in Attendance:	Mitchell Karon Bright Rajaratnam Stephanie Hart Howard Izes	Executive Director Chief Financial Officer Administrative Assistant Management Consultant
Not in Attendance:	Kevin McTernan	Chairman

Minutes

On motion of Mr. Keefe, seconded by Mrs. Eato-White, the Board approved the minutes of the November 2017 Regular Board Meeting. Vote: 3-yes, 0-no, 1-abstain (Caputo), 1-absent (McTernan).

Executive Director's Report

Mr. Karon reports that the NBPA opened 17 30-minute free parking spaces at the Wells Fargo Bank lot for the public to use.

PSE&G removed electric service at Wells Fargo on December 13th. The NBPA decided to wait for PSE&G to remove electric and gas service at 75 Paterson Street to demolish both sites at the same time because it will be more cost effective.

NBPA is looking to install License Plate Recognition (LPR) at the entrances and exits of the Lower Church Street Deck. LPR has proven to be effective at the Gateway Garage. It is the hope that LPR will cut back the number of lost tickets reported at the Lower Church Street Deck and better track how long a vehicle with a lost ticket has been in the deck.

NBPA put out a competitive contract bid for the on-line parking reservation system and responses are due by January 8th.

Finance

Mr. Rajaratnam states that all Board members received a copy of the unaudited November 2017 financial statement and balance sheet.

Mr. Rajaratnam advises that the 2018 Financial Budget was approved by the State and is now finalized.

Legal

No Legal to Report.

Public Comment

A member of the public asks the Board for insight into the deficit that is in the 2018 Budget. The Board advises that there is not a deficit in the budget and that he should refer to the 2016 Audit.

A member of the public invites the Board to the Traffic Commission Meeting on January 4th where he will be making a presentation regarding the busses that run in New Brunswick.

Board Discussion

No Board Discussion.

Resolutions

On motion of Mr. Keefe, seconded by Mr. Caputo, the Board approved the Payment Resolution for December 2017. Vote: 4-yes, 0-no, 0-abstain, 1-absent (McTernan).

On motion of Mr. Keefe, seconded by Mrs. Eato-White, the Board approved the Resolution to Award Contract for the Wellness Plaza Helix Light Replacement. Vote: 4-yes, 0-no, 0-abstain, 1-absent (McTernan).

**The contract is awarded to Sal Electric. There were two bid responses and Sal Electric was the lowest bidder.*

On motion of Mr. Caputo, seconded by Mr. Keefe, the Board approved the Resolution Authorizing the Valet Credit Card Account with Amboy Bank. Vote: 4-yes, 0-no, 0-abstain, 1-absent (McTernan).

Old Business

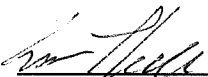
No Old Business

New Business

No New Business

Adjourn

On motion of Mrs. Eato-White, seconded by Mr. Caputo, the Board adjourned at 5:10pm. Vote: 4-yes, 0-no, 0-abstain, 1-absent (McTernan).



Edwin Keefe
Secretary

The Parking Authority of the City of New Brunswick
December 2017 Resolution of Operating Expenditures

The following expenditures are necessary for the Authority operations
and are provided for within the annual budget then applicable:

CHECKS	VENDOR NAME	DATE	AMOUNT
WIRE	PENSION	12/07/2017	23,000.00
WIRE	HEALTH BENEFITS	12/07/2017	92,248.57
WIRE	HEALTH BENEFITS - RETIREES	12/07/2017	1,194.12
WIRE	PAYROLL ACCOUNT	12/13/2017	124,521.43
0068643	BALAMURUGEN SATHIYANAARAYANAN	12/07/2017	180.00
0068644	CABLEVISION	12/07/2017	736.97
0068645	CABLEVISION	12/07/2017	154.03
0068646	CLEAN MAT SERVICES LLC	12/07/2017	180.30
0068647	EASTERN ARMORED SERVICES INC	12/07/2017	3146.00
0068648	J.C. EHRLICH CO., INC.	12/07/2017	118.00
0068649	PSE&G/WELLNESS ELECTRIC	12/07/2017	8672.51
0068650	PSE&G/WELLNESS GAS	12/07/2017	84.99
0068651	SOUTH JERSEY ENERGY	12/07/2017	92.49
0068652	TEAMSTERS UNION LOCAL #102	12/07/2017	401.00
0068653	VERIZON	12/07/2017	662.25
0068654	VERIZON CABS	12/07/2017	295.12
0068655	VERIZON	12/07/2017	239.62
0068656	VERIZON CABS	12/07/2017	520.35
0068657	VERIZON CABS	12/07/2017	1040.69
0068658	VERIZON	12/07/2017	42.31
0068659	ACCONTEMPS	12/13/2017	2445.59
0068660	AMERICAN SHREDDER	12/13/2017	40.00
0068661	CABLEVISION	12/13/2017	40.28
0068662	CRYSTAL SPRINGS	12/13/2017	102.40
0068663	EVERBANK	12/13/2017	204.20
0068664	HICKS COMMUNICATIONS INC	12/13/2017	4750.00
0068665	HOME NEWS TRIBUNE	12/13/2017	175.60
0068666	HOME DEPOT CREDIT SERVICES	12/13/2017	831.10
0068667	METLIFE SBC	12/13/2017	3101.89
0068668	METLIFE	12/13/2017	800.00
0068669	NEW JERSEY FAMILY SUPPORT	12/13/2017	219.00
0068670	NEW JERSEY FAMILY SUPPORT	12/13/2017	212.00
0068671	MIDDLESEX COUNTY SHERIFF	12/13/2017	162.56
0068672	MIDDLESEX COUNTY SHERIFF	12/13/2017	68.99
0068673	NEW JERSEY FAMILY SUPPORT	12/13/2017	100.00

The Parking Authority of the City of New Brunswick
December 2017 Resolution of Operating Expenditures

0068674	NJ MOTOR VEHICLE COMMISSION	12/13/2017	105.00
0068675	NJ MOTOR VEHICLE COMMISSION	12/13/2017	105.00
0068676	NJ MOTOR VEHICLE COMMISSION	12/13/2017	105.00
0068677	NJ MOTOR VEHICLE COMMISSION	12/13/2017	105.00
0068678	NJ MOTOR VEHICLE COMMISSION	12/13/2017	105.00
0068679	NYS CHILD SUPPORT	12/13/2017	385.00
0068680	SOUTH JERSEY ENERGY	12/13/2017	51.39
0068681	JOHN WALLING COURT OFFICER	12/13/2017	137.14
0068682	JAMIE KELLY, TRUSTEE SUPERIOR	12/13/2017	206.65
0068683	VERIZON WIRELESS	12/13/2017	1930.11
0068684	EVA CONNOLLY	12/20/2017	6.00
0068685	JOSEPH NORMANN	12/20/2017	3.00
0068686	SOMASUNDARAM CHEZIAN	12/20/2017	13.00
0068687	KENNETH CAMPBELL	12/20/2017	57.00
0068688	MARCIN CYGAN	12/20/2017	10.00
0068689	RAJANARAYANAN MUDUMBAL	12/20/2017	120.00
0068690	THOMAS ROMANO	12/20/2017	180.00
0068691	ASHLEY MORRIS	12/20/2017	2.00
0068692	VASIF NAGARWALA	12/20/2017	120.00
0068693	WILLIAM FLYNN	12/20/2017	180.00
0068694	ASHISH PATEL	12/20/2017	180.00
0068695	ACCONTEMPS	12/20/2017	955.23
0068696	CONCEPCION SALDANA-ACEVEDO	12/20/2017	109.00
0068697	ADVANCED BUSINESS CONCEPTS	12/20/2017	1919.99
0068698	ADVANZA TECHNOLOGIES INC	12/20/2017	1091.03
0068699	ALLIED FIRE & SAFETY	12/20/2017	689.00
0068700	AMERICAN TIRE DISTRIBUTORS	12/20/2017	179.06
0068701	1844-CAR-KEYZ LLC	12/20/2017	350.00
0068702	DENIS DAVID BENDEJACQ	12/20/2017	150.00
0068703	BEST CLEANING BUILDING SERVICE	12/20/2017	2743.00
0068704	ALBANY ST PLAZA URBAN RENEWAL	12/20/2017	593.00
0068705	BRUNSWICK UNIFORM SUPPLY CO	12/20/2017	85.00
0068706	BRUNSWICK URGENT CARE PA	12/20/2017	195.00
0068707	CABLEVISION	12/20/2017	2640.85
0068708	CENTRAL JERSEY PROPERTY	12/20/2017	27500.00
0068709	CENTRAL JERSEY WASTE	12/20/2017	2015.48
0068710	DAVID CERZA	12/20/2017	175.00
0068711	JOSEPH CHIARAMIDA	12/20/2017	175.00
0068712	VISHNU CHITTEM	12/20/2017	175.00
0068713	CIRCLE JANITORIAL SUPPLIES	12/20/2017	1329.21
0068714	CLEAN MAT SERVICES LLC	12/20/2017	180.30
0068715	CITY OF NEW BRUNSWICK	12/20/2017	509.32
0068716	THE CITY OF NEW BRUNSWICK	12/20/2017	2487500.00

The Parking Authority of the City of New Brunswick
December 2017 Resolution of Operating Expenditures

0068717	CROSSROADS NURSERY	12/20/2017	2725.00
0068718	GERARD SHEET	12/20/2017	165.00
0068719	ECS	12/20/2017	1298.75
0068720	J.C, EHRLICH CO., INC.	12/20/2017	118.00
0068721	FEDERAL EXPRESS	12/20/2017	38.21
0068722	KAREN FENG	12/20/2017	175.00
0068723	FRANK'S HARDWARE &	12/20/2017	178.35
0068724	GALL LLC	12/20/2017	153.00
0068725	GEORGE ST HOLDINGS LLC	12/20/2017	2510.68
0068726	CARISSA GRECO	12/20/2017	165.00
0068727	GUARANTEED MOTOR TOWING	12/20/2017	270.00
0068728	CYNTHIA HARTMAN	12/20/2017	165.00
0068729	HERTRICH FLEET SERVICES	12/20/2017	35998.00
0068730	HIRERIGHT LLC	12/20/2017	150.09
0068731	HOME NEWS TRIBUNE	12/20/2017	91.32
0068732	BRADLEY HOROWITZ	12/20/2017	80.00
0068733	IPS GROUP INC.	12/20/2017	12678.38
0068734	IPT LLC	12/20/2017	9377.32
0068735	INTEGRATED TECHNICAL	12/20/2017	50.00
0068736	KF MECHANICAL HEATING & AIR CO	12/20/2017	488.00
0068737	KIM'S BIKE SHOP	12/20/2017	120.00
0068738	HELEN KOLIAS	12/20/2017	115.40
0068739	JOSEPH & ANDREA KOWALSKI	12/20/2017	25.00
0068740	ROSS KRUBLIT	12/20/2017	175.00
0068741	KUMKANG FRUIT & VEGETABLE CORP	12/20/2017	970.87
0068742	MARLIN BUSINESS BANK	12/20/2017	134.82
0068743	MATRIX NEW ST GARAGE LLC	12/20/2017	1750.00
0068744	MAUL ELECTRIC, INC.	12/20/2017	4800.00
0068745	METER PRODUCTS CO., INC.	12/20/2017	1682.50
0068746	MIDDLESEX COUNTY TREASURER	12/20/2017	2246.69 /
0068747	MRI SERVICES	12/20/2017	2969.00
0068748	RAGHAVAN NARAYANAN	12/20/2017	175.00
0068749	NATIONAL PARTS SUPPLY CO. INC.	12/20/2017	291.19
0068750	SUPERIOR VISION OF NJ INC	12/20/2017	326.37
0068751	M TABISH NAZAR	12/20/2017	175.00
0068752	NEW BRUNSWICK EXXON	12/20/2017	613.00
0068753	NBS LANDFILL ENERGY LLC	12/20/2017	2222.04
0068754	NETWORKFLEET	12/20/2017	8609.85
0068755	NYC WEB DESIGN.COM	12/20/2017	5040.00
0068756	PARKMOBILE USA INC	12/20/2017	3749.35
0068757	CASSANDRA PARKIN	12/20/2017	175.00
0068758	CHRISTOPHER PERRI	12/20/2017	175.00
0068759	KATE PHILLIPS	12/20/2017	165.00

The Parking Authority of the City of New Brunswick
December 2017 Resolution of Operating Expenditures

0068760	PIERSON COMMERCIAL REAL ESTATE	12/20/2017	8319.60
0068761	PRIMEPOINT LLC	12/20/2017	1064.15
0068762	PSE&G	12/20/2017	25466.25
0068763	KUNAL RANADIVE	12/20/2017	87.50
0068764	RESPONSE COMPUTER GROUP INC	12/20/2017	54.00
0068765	ERIC RIENSTRA	12/20/2017	82.50
0068766	R&R INDUSTRIES INC.	12/20/2017	637.86
0068767	ROUTE 18	12/20/2017	29.24
0068768	RUSSELL REID	12/20/2017	3999.61
0068769	RUTGERS STATE OF NJ	12/20/2017	7192.10
0068770	SAL ELECTRIC CO INC	12/20/2017	1391.82
0068771	LINDA SANTIAGO	12/20/2017	175.00
0068772	BRADLEY SCHAEFFER	12/20/2017	175.00
0068773	SETON IDENTIFICATION PRODUCTS	12/20/2017	1470.49
0068774	SIGNAL ELECTRIC CORP	12/20/2017	2042.68
0068775	SIX WARD SERVICE CENTER	12/20/2017	3100.46
0068776	SKYBITZ	12/20/2017	558.60
0068777	SOMERSET URBAN RENEWAL LLC	12/20/2017	3351.00
0068778	SOUTH JERSEY ENERGY	12/20/2017	2884.11
0068779	SPECTROTEL	12/20/2017	437.38
0068780	NJ ADVANCE MEDIA	12/20/2017	486.09
0068781	STAR QUALITY CLEANERS & TAILOR	12/20/2017	225.80
0068782	STANDARD ELEVATOR CORP	12/20/2017	5188.66
0068783	PATRICIA STANEK	12/20/2017	87.50
0068784	STAPLES ADVANTAGE	12/20/2017	1676.77
0068785	TEZHQ INC	12/20/2017	1073.00
0068786	TRAFFIC SAFETY WAREHOUSE	12/20/2017	1310.28
0068787	TRIANGLE FIDELCO INDUST. CTR	12/20/2017	25888.44
0068788	UNIVERSAL SYSTEMS, INC.	12/20/2017	13925.00
0068789	VERIZON/WELLNESS	12/20/2017	377.88
0068790	VERIZON/FAX	12/20/2017	61.77
0068791	WB MASON CO INC	12/20/2017	874.81
0068792	WILENTZ, GOLDMAN & SPITZER	12/20/2017	69.00
0068793	JACOB WINITSKY	12/20/2017	175.00
0068794	XIWAN YAN	12/20/2017	175.00
0068795	ALEX ZEBROWSKI	12/20/2017	87.50
0068796	THE CITY OF NEW BRUNSWICK	12/20/2017	27151.14

TOTAL CHECKS

3,051,084.29

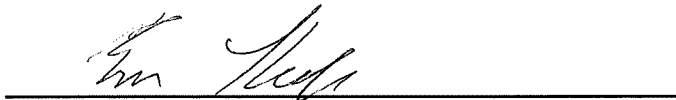
The Parking Authority of the City of New Brunswick
December 2017 Resolution of Operating Expenditures

The estimated revenue operating fund expenditures which are noted below carry us through the next payment resolution. The following figures are for the period ending January 24, 2018.

Payroll Estimate	12/27/17	125,000.00
Payroll Estimate	01/10/17	125,000.00
Payroll Estimate	01/24/17	125,000.00
Prior Month Payroll Estimate		(120,000.00)
Total Disbursements		3,051,084.29
Total Resolution Amount		<u><u>3,306,084.29</u></u>



W. C. Catt




The Parking Authority of the City of New Brunswick
November 2017 Resolution of Operating Expenditures

Funds from Parking Authority 2017 Bond Account (71 66 6043 3 01)

New Brunswick Performing Art Center Project

<u>Vendor</u>	<u>Amount</u>
Cultural Center Redevelopment Associates Urban Renewal LLC	
Req#3 2017-10-23	\$121,900.52
Req#4 2017-11-19	\$118,776.75
Req#5 2017-12-07	\$398,828.44
	<hr/>
Total	\$639,505.71
Total Requisition	<u><u>\$639,505.71</u></u>

The above items were approved by the Parking Authority
of the City of New Brunswick on December 20, 2017.









The Parking Authority of the City of New Brunswick
November 2017 Resolution of Operating Expenditures

Funds from Parking Authority 2017 Bond Account (71 66 6043 3 01)

New Brunswick Performing Art Center Project


<u>Vendor</u>	<u>Amount</u>
Wilentz , Goldman and Spitzer Ref# 019175.63	\$30,000.00

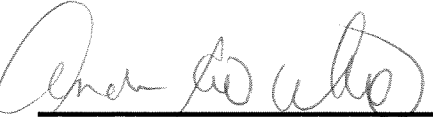
Total \$30,000.00


Total Requisition \$30,000.00

The above items were approved by the Parking Authority
of the City of New Brunswick on December 20, 2017.









**NEW BRUNSWICK PARKING AUTHORITY
RESOLUTION FOR
WELLNESS PLAZA HELIX LIGHT REPLACEMENT**

Whereas, it is deemed necessary and in the best interests of the Commissioners of the Parking Authority of the City of New Brunswick, in the County of Middlesex to award a contract for the Wellness Plaza Helix Light Replacement; and

Whereas, the following firms submitted a bid on December 5, 2017 in response to the bid specification of the NBPA:

- | | |
|---|--------------|
| 1. Sal Electric Co., Inc.
83 Fleet Street, Jersey City, NJ 07306 | \$ 69,600.00 |
| 2. Solgen Co., Inc.
3 Olde Lantern Ct., Montvale, NJ 07645 | \$ 75,480.00 |

Whereas, Sal Electric Co., Inc. is the lowest responsive bidder for the Wellness Plaza Helix Light Replacement; and

Whereas, the Commissioners of the Parking Authority of the City of New Brunswick desire to award the contract for the Wellness Plaza Helix Light Replacement to the lowest responsive bidder.

Now Therefore Be It Resolved, that the New Brunswick Parking Authority award a contract as a result of competitive bidding pursuant to the Local Public Contracts Law of the State of New Jersey, N.J.S.A. 40A:11 et seq for the Wellness Plaza Helix Light Replacement to Sal Electric Co., Inc. in accordance with their proposal dated December 5, 2017, a copy of which is annexed hereto and made a part hereof; and

Be It Further Resolved, that in order to effectuate the objectives of this resolution, the Commissioners of the Parking Authority of the City of New Brunswick, authorize the Director of the Parking Authority to award said contract to Sal Electric Co., Inc., the lowest responsive bidder; and

Be It Further Resolved, that the award of this contract is contingent upon the NBPA having sufficient funds and the Chief Financial Officer of the NBPA certifying that there are sufficient funds budgeted by the Authority for said services.

**NEW BRUNSICK PARKING AUTHORITY
RESOLUTION FOR
WELLNESS PLAZA HELIX LIGHT REPLACEMENT**

VOTING RECORD

Dated: December 20, 2017

COMMISSIONERS	<u>4</u> /YES	<u>0</u> /NO	<u>0</u> /ABSTAIN	<u>1</u> /ABSENT
Kevin McTernan				✓
Edwin Keefe	✓			
Louis Garlatti, Jr.	✓			
Anthony Caputo	✓			
Andrea Eato-White	✓			

I certify that the above record is an accurate recitation of the votes cast by the Board of Commissioners of the New Brunswick Parking Authority.

December 20, 2017


 Edwin Keefe, Secretary NBPA



3590 U.S. Highway 9
Old Bridge, NJ 08857
732.591.8700

Corporation Resolutions
Withdrawal of Funds, Borrowings, etc.

Branch	Date 12-20-2017
Account Number	Account Name New Brunswick Parking Authority - Valet credit cards

I HEREBY CERTIFY to Amboy Bank (the "Bank") that at a meeting of the Board of Directors of New Brunswick Parking Authority a corporation organized under the laws of the State of New Jersey, duly called and held at the office of said corporation, located at 106 Somerset Street, 6th Floor in the City of New Brunswick, State of New Jersey, on the 20 day of December 2017 the following resolutions were duly adopted and are now in full force and effect:

RESOLVED, that the funds of this corporation be deposited in one or more accounts with Amboy Bank subject to withdrawal orders or, if a checking account, checks made in the corporate name signed by any of the following officers:

who are also authorized to make, collect, discount, negotiate, endorse, assign and deposit in the corporate name, all checks, drafts, notes and other negotiable paper payable to or by this corporation, and that all withdrawal orders and checks of the corporation signed as aforesaid, including checks drawn to cash or bearer or to the individual order of the officer signing said checks, shall be honored and paid by said Bank, without further inquiry, and charged to the corporation's account, the corporation hereby ratifying and approving all the said acts Bank may do or cause to be done by virtue hereof, provided however that, Amboy Bank shall not be obligated to honor any check or withdrawal order drawn on the account unless there are sufficient funds on deposit, and any amount not collected may be charged back to the account, including expenses incurred.

RESOLVED, that any _____ of the following, officers of the corporation, to wit: _____ are hereby authorized to borrow money and to obtain credit for this corporation from said Amboy Bank on such terms as may seem to them advisable and to make and deliver notes, drafts, acceptances, agreements and any other obligations of this corporation in a form satisfactory to said Bank, and as security therefore, to pledge as collateral and deliver to the Bank any stocks, bonds, bills receivable, bills of lading, warehouse receipts and any other property of this corporation, with full authority to endorse or guarantee the same in the name of this corporation, to execute and deliver all instruments of assignment and transfer and to affix the corporate seal; and also to discount any bills, receivables or other negotiable paper held by this corporation with full authority to endorse same in the name of this corporation.

RESOLVED, that the secretary of this corporation be and hereby is authorized to certify to said Amboy Bank the foregoing resolutions and that the provisions thereof are in conformity with the charter and by-laws of this corporation and that the foregoing powers and authority will continue until written notice of revocation has been delivered to Amboy Bank.

I FURTHER CERTIFY that there is no provision in the charter or by-laws of said corporation limiting the power of the board of directors to pass the foregoing resolutions and that the same are in conformity with the provisions of said charter and by-laws.

I FURTHER CERTIFY that the following persons are officers of this corporation in the capacities set opposite their respective names and that the signatures set opposite such names are their signatures.

NAME	OFFICER	SIGNATURE
Kevin McTernan Chairman	President	
Tony Caputo Vice Chairman	Vice-Pres.	
	Vice-Pres.	
Louis Garlatti, Jr.	Treasurer	
Edwin Keefe	Secretary	
Andrea Eato-White	Asst. Treas.	
Mitchell Karon Executive Director	Asst. Sec.	

In Witness Whereof, I have hereunto subscribed my signature to this certificate and affixed the seal of this corporation, this 20 day of December 2017

SEAL

Secretary

NOTE: In case the secretary or other recording officer is authorized to sign checks, notes, etc. by the above resolution, this certificate must also be signed by a second officer of the corporation.

Treasurer

**RESOLUTION AUTHORIZING
VALET CREDIT CARD ACCOUNT WITH AMBOY BANK**

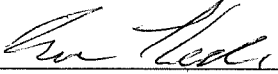
Voting Record

Dated: December 20, 2017

COMMISSIONERS	4 /YES	0 /NO	0 /ABSTAIN	1 /ABSENT
KEVIN MCTERNAN				✓
ANTHONY CAPUTO	✓			
Andrea Eato-White	✓			
LOUIS GARLATTI, JR.	✓			
EDWIN KEEFE	✓			

I certify that the above record is an accurate recitation of the votes cast by the Board of Commissioners of the New Brunswick Parking Authority.

Dated: December 20, 2017


Edwin Keefe, Secretary NBPA