

**Agenda**  
**New Brunswick Parking Authority**  
**March 28, 2018**

- A. Call to Order
- B. Read Public Notice
- C. Minutes from February 2018 Regular Board Meeting
- D. Executive Director's Report
- E. Committee Reports
  - 1. Finance
  - 2. Legal
- F. Public Comment
- G. Board Discussion
- H. Resolutions
  - 1. Payment Resolution for March 2018
  - 2. Resolution Authorizing Auction of Surplus Vehicle
- I. Old Business
- J. New Business
- K. Closed Session
  - 1. Legal
  - 2. Personnel
- L. Open Session
- M. Adjourn

**Minutes of a Regular Board Meeting  
March 28, 2018**

A Regular Meeting of the New Brunswick Parking Authority was held on March 28, 2018 in the conference room of the New Brunswick Parking Authority located at 106 Somerset Street, New Brunswick, New Jersey. Chairman Kevin McTernan called the meeting to order at 5:00 p.m.

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

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

**Minutes**

The minutes of the February 2018 Regular Board Meeting has been tabled until the next Board Meeting.

**Executive Director's Report**

Mr. Karon reports that the parking reservation system should be installed in April.

NBPA opened its garages to residential parkers for the March 21<sup>st</sup> snowstorm. 88 residential vehicles used the garages for snow parking.

The Board is advised that the NBPA is still waiting to get the pension number from the State in order to finalize the audit. The audit should be ready for approval at the April Board Meeting.

The NBPA had the physical assessment of its' parking facilities. The maintenance and restoration work to be completed for 2018 comes out to about \$227,000.00, which is about half the price that it was last year. The NBPA is looking to put the work out to bid towards the end April and is hoping to begin the work in June.

Mr. Karon advises that he went to High Concrete to look at the mockup for the precast of the new Performing Arts Garage. Erection of the parking garage will likely begin around July.

Alternate side parking begins April 1<sup>st</sup>.

## **Finance**

Mr. Rajaratnam states that all Board members received a copy of the unaudited February 2018 financial statement and balance sheet.

Mr. Rajaratnam advises that the exit conference for the 2017 audit is scheduled for April 11<sup>th</sup>.

## **Legal**

No Legal to Report.

## **Public Comment**

A member of the public asks if there is any update on the contamination cleanup at the Ferren site. The Board advises that there is no update, but that it is still being monitored and the wells are in place.

A member of the Public states that the Governor was in New Brunswick talking about the future of the Ferren site and had some ideas for it being a research technology hub. Member of the Public asks what the Authority thinks of that and when there will be development at the site. Mr. McTernan states that the Authority is excited by any interest from the State that will help promote the development of that site. Mr. Karon states that it is beneficial to have different groups involved to share ideas and resources. It is advised that questions regarding the timing of any development would be better addressed to DEVCO.

A member of the Public states that plans for the Mayfair site was also discussed and asks what might be coming there. The Board states that the day-to-day process of development plans is conducted by others, but that the Authority is supportive of the development process. Mayfair will continue to operate as a parking lot for now.

## **Board Discussion**

No Board Discussion.

## **Resolutions**

On motion of Mr. Garlatti, seconded by Mr. Keefe, the Board approved the Payment Resolution for March 2018. Vote: 3 - yes, 0- no, 0- abstain, 2- absent (Caputo, Eato-White).

On motion of Mr. Garlatti, seconded by Mr. Keefe, the Board approved the Resolution Authorizing Auction of Surplus Vehicle. Vote: 3 - yes, 0- no, 0- abstain, 2- absent (Caputo, Eato-White).

## **Old Business**

Pedestrian Bridge – NBPA got permits from Amtrak so that NBPA can move forward with soil testing. The soil testing should be performed within the next 3 weeks.

## **New Business**

No New Business

**Closed Session**

On motion of Mr. Keefe, seconded by Mr. Garlatti, the Board retired to closed session at 5:10pm to discuss legal issues. Vote: 3 - yes, 0- no, 0- abstain, 2- absent (Caputo, Eato-White).

**Open Session**

On motion of Mr. Keefe, seconded by Mr. Garlatti, the Board returned to open session at 5:21pm. Vote: 3 - yes, 0- no, 0- abstain, 2- absent (Caputo, Eato-White).

**Adjourn**

On motion of Mr. Garlatti, seconded by Mr. Keefe, the Board adjourned at 5:22pm. Vote: 3 - yes, 0- no, 0- abstain, 2- absent (Caputo, Eato-White).



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Edwin Keefe  
Secretary

## The Parking Authority of the City of New Brunswick March 2018 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	03/08/2018	23,000.00
WIRE	HEALTH BENEFITS	03/07/2018	85,304.82
WIRE	HEALTH BENEFITS - RETIREES	03/07/2018	1,615.18
WIRE	PAYROLL ACCOUNT	03/09/2018	122,030.39
WIRE	PAYROLL ACCOUNT	03/23/2018	117,509.17
0069210	ACCONTEMPS	03/08/2018	3,220.20
0069211	CONCEPCION SALDANA-A	03/08/2018	134.00
0069212	CABLEVISION/ADMIN	03/08/2018	743.15
0069213	CABLEVISION/PSD	03/08/2018	40.25
0069214	CABLEVISION/WELLNESS	03/08/2018	160.12
0069215	SOLTERRA RECYCLING S	03/08/2018	624.00
0069216	CINTAS FIRST AID & S	03/08/2018	179.80
0069217	HIRERIGHT LLC	03/08/2018	100.06
0069218	HELEN KOLIAS	03/08/2018	115.40
0069219	METLIFE SBC	03/08/2018	3,188.68
0069220	METLIFE 457B	03/08/2018	800.00
0069221	NEW JERSEY FAMILY SU	03/08/2018	219.00
0069222	NEW JERSEY FAMILY SU	03/08/2018	212.00
0069223	MIDDLESEX COUNTY SHE	03/08/2018	68.99
0069224	NEW JERSEY FAMILY SU	03/08/2018	100.00
0069225	NYS CHILD SUPPORT	03/08/2018	176.00
0069226	PRAB INC	03/08/2018	600.00
0069227	PSE&G/WELLNESS ELECT	03/08/2018	9,585.37
0069228	PSE&G/WELLNESS GAS	03/08/2018	395.04
0069229	JOHN WALLING COURT O	03/08/2018	137.14
0069230	JAMIE KELLY,TRUSTEE	03/08/2018	206.65
0069231	TEAMSTERS UNION LOCA	03/08/2018	428.00
0069232	VERIZON	03/08/2018	662.54
0069233	VERIZON CABS	03/08/2018	342.97
0069234	VERIZON CABS	03/08/2018	603.31
0069235	VERIZON CABS	03/08/2018	1,206.61
0069236	RENUKA TANNA	03/22/2018	247.50
0069237	TRAVIS MYERS	03/22/2018	444.61
0069238	ACCONTEMPS	03/22/2018	3,112.81
0069239	ADVANZA TECHNOLOGIES	03/22/2018	944.45

The Parking Authority of the City of New Brunswick  
 March 2018 Resolution of Operating Expenditures

0069240	CABLEVISION	03/22/2018	2,549.41
0069241	CITY OF NEW BRUNSWIC	03/22/2018	334.26
0069242	EVERBANK	03/22/2018	169.32
0069243	FRANK'S HARDWARE &	03/22/2018	160.35
0069244	MITCHELL KARON	03/22/2018	47.97
0069245	MARLIN BUSINESS BANK	03/22/2018	134.82
0069246	METLIFE 457B	03/22/2018	825.00
0069247	NEW JERSEY FAMILY SU	03/22/2018	219.00
0069248	NEW JERSEY FAMILY SU	03/22/2018	212.00
0069249	MIDDLESEX COUNTY SHE	03/22/2018	68.99
0069250	NEW JERSEY FAMILY SU	03/22/2018	100.00
0069251	NATIONAL RAILROAD PA	03/22/2018	1,510.00
0069252	NATIONAL RAILROAD	03/22/2018	2,980.00
0069253	NJ DIVISION OF MOTOR	03/22/2018	116.50
0069254	NJ DIVISION OF MOTOR	03/22/2018	162.50
0069255	NJ DIVISION OF MOTOR	03/22/2018	116.50
0069256	NJ DIVISION OF MOTOR	03/22/2018	105.00
0069257	NYS CHILD SUPPORT	03/22/2018	176.00
0069258	PSE&G/WELLNESS GAS	03/22/2018	189.63
0069259	PSEG/RT27 & KIRKPATR	03/22/2018	131.13
0069260	PSEG/MAIN ACCOUNT	03/22/2018	35,096.79
0069261	SPECTROTEL	03/22/2018	438.67
0069262	JOHN WALLING COURT O	03/22/2018	137.14
0069263	JAMIE KELLY,TRUSTEE	03/22/2018	206.65
0069264	RENUKA TANNA	03/22/2018	175.00
0069265	VERIZON WIRELESS	03/22/2018	1,290.10
0069266	VERIZON	03/22/2018	239.62
0069267	VERIZON/WELLNESS	03/22/2018	377.62
0069268	VERIZON/FAX	03/22/2018	65.17
0069269	METLIFE 457B	03/22/2018	800.00
0069270	ANTHONY STONE	03/26/2018	135.00
0069271	HOWARD CHERNOFF ESQ	03/26/2018	10.00
0069272	JASON LEAVITT	03/26/2018	30.00
0069273	JENNIFER ABATE	03/26/2018	180.00
0069274	LYUDMILA ZUBATAYA	03/26/2018	360.00
0069275	NAWAR SADDI	03/26/2018	170.00
0069276	MANAN YADAV	03/26/2018	82.50
0069277	JAMES MOORE	03/26/2018	180.00
0069278	JOANNE WALDER	03/26/2018	60.00
0069279	WEI LI	03/26/2018	23.00
0069280	KENNETH MURRAY	03/26/2018	20.00
0069281	KEVIN STANLEY	03/26/2018	13.00
0069282	KWAIPING CHAN	03/26/2018	14.00

The Parking Authority of the City of New Brunswick  
 March 2018 Resolution of Operating Expenditures

0069283	LAWRENCE WEBER	03/26/2018	180.00
0069284	MARK MACHADO	03/26/2018	29.00
0069285	LYDIA RODGERS	03/26/2018	3.00
0069286	AFLAC	03/26/2018	939.38
0069287	ALLIED FIRE & SAFETY	03/26/2018	3,472.64
0069288	AMERICAN TIRE DISTRI	03/26/2018	410.76
0069289	BANK SUPPLIES	03/26/2018	806.35
0069290	BEST PRODUCTS SALES	03/26/2018	425.00
0069291	BEST CLEANING	03/26/2018	2,743.00
0069292	ALBANY ST PLAZA URBA	03/26/2018	969.00
0069293	ANDREW BRENNAN	03/26/2018	180.00
0069294	BRUNSWICK SIGN & EXH	03/26/2018	2,640.00
0069295	CDW GOVERNMENT	03/26/2018	690.75
0069296	CENTRAL JERSEY PROPE	03/26/2018	16,640.00
0069297	SOLTERRA RECYCLING S	03/26/2018	1,824.06
0069298	CINTAS FIRST AID & S	03/26/2018	218.89
0069299	CIRCLE JANITORIAL SU	03/26/2018	1,804.47
0069300	CLEAN MAT SERVICES L	03/26/2018	180.30
0069301	CRYSTAL SPRINGS	03/26/2018	77.40
0069302	DIGITAL PRINTING SYS	03/26/2018	6,126.50
0069303	EASTERN ARMORED SERV	03/26/2018	3,146.00
0069304	EHRlich	03/26/2018	118.00
0069305	BARBARA FAGA	03/26/2018	125.00
0069306	GEORGE ST HOLDINGS L	03/26/2018	1,667.92
0069307	GRAINGER, INC	03/26/2018	600.00
0069308	EUGENE GROSS	03/26/2018	160.00
0069309	TIMOTHY HAAHS & ASSO	03/26/2018	16,548.00
0069310	HARVEST MOON BREWERY	03/26/2018	500.00
0069311	HOME DEPOT CREDIT SE	03/26/2018	303.47
0069312	IPS GROUP INC.	03/26/2018	8,525.14
0069313	IPT LLC	03/26/2018	3,871.38
0069314	INTEGRATED TECHNICAL	03/26/2018	50.00
0069315	ARJUN KAPOOR	03/26/2018	175.00
0069316	KEEP MIDDLESEX MOVIN	03/26/2018	100.00
0069317	KUMKANG FRUIT & VEGE	03/26/2018	833.32
0069318	PAUL LAVADERA	03/26/2018	165.00
0069319	JORDAN LERNER	03/26/2018	160.00
0069320	LI JIAZHEN	03/26/2018	180.00
0069321	MATRIX NEW ST GARAGE	03/26/2018	1,806.45
0069322	MIDDLESEX COUNTY TRE	03/26/2018	2,304.47
0069323	RAINONE COUGHLIN MIN	03/26/2018	4,000.00
0069324	NATIONAL PARTS SUPPL	03/26/2018	81.19
0069325	NEW BRUNSWICK EXXON	03/26/2018	409.50

The Parking Authority of the City of New Brunswick  
 March 2018 Resolution of Operating Expenditures

0069326	NBS ENERGY PARTNERS	03/26/2018	1,806.51
0069327	NETWORKFLEET	03/26/2018	663.00
0069328	NJ DEPARTMENT OF TRE	03/26/2018	150.00
0069329	NJ TRANSIT	03/26/2018	64,000.00
0069330	AVINASH OZA	03/26/2018	180.00
0069331	PARKEON	03/26/2018	171.00
0069332	PARKMOBILE USA INC	03/26/2018	4,143.05
0069333	PIERSON COMMERCIAL R	03/26/2018	8,319.60
0069334	PRIMEPOINT LLC	03/26/2018	1,332.20
0069335	RESPONSE COMPUTER GR	03/26/2018	1,591.00
0069336	REDI PACKAGING, INC	03/26/2018	316.40
0069337	RUTGERS STATE OF NJ	03/26/2018	3,932.79
0069338	SAL ELECTRIC CO INC	03/26/2018	1,484.51
0069339	TYCO	03/26/2018	516.37
0069340	SIX WARD SERVICE CEN	03/26/2018	2,424.96
0069341	SOMERSET URBAN RENEW	03/26/2018	2,920.00
0069342	SOUTH JERSEY ENERGY	03/26/2018	1,911.15
0069343	STANDARD ELEVATOR CO	03/26/2018	1,468.66
0069344	STAPLES ADVANTAGE	03/26/2018	2,713.51
0069345	ANTHONY STONE	03/26/2018	135.00
0069346	TAPCO	03/26/2018	1,016.28
0069347	SMS VALET	03/26/2018	2,294.00
0069348	TRASHCANS UNLIMITED	03/26/2018	1,178.64
0069349	TRIANGLE FIDELCO IND	03/26/2018	25,888.44
0069350	VERIZON	03/26/2018	42.27
0069351	WB MASON CO INC	03/26/2018	1,891.16
0069352	WILENTZ	03/26/2018	1,130.00
0069353	WITHUM SMITH + BROWN	03/26/2018	30,000.00
0069354	MANAN YADAV	03/26/2018	165.00

**TOTAL CHECKS**

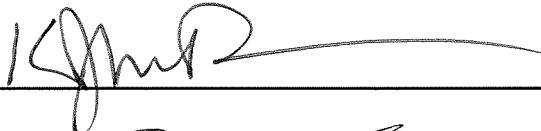
**678,846.69**



The Parking Authority of the City of New Brunswick  
March 2018 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 April 25, 2018.

Payroll Estimate	04/06/18	117,000.00
Payroll Estimate	04/20/18	117,000.00
Prior Month Payroll Estimate		(250,000.00)
Total Disbursements		678,846.69
Total Resolution Amount		<u>662,846.69</u>







**NEW BRUNSWICK PARKING AUTHORITY  
RESOLUTION AUTHORIZING THE AUCTION OF  
SURPLUS VEHICLE**

**Whereas**, the New Brunswick Parking Authority has certain surplus property no longer needed for public use, a 2013 Jeep Patriot VIN# 1C4NJRBB8DD245570; and

**Whereas**, P.L. 2001, c. 30, authorizes the sale of surplus property through the use of an online auction service; and

**Whereas**, the New Brunswick Parking Authority intends to utilize the online auction services of USGovBid; and

**Whereas**, the On-Line auction shall be conducted pursuant to the provisions of N.J.S.A. 40A:11-36 and New Jersey Local Finance Notice 2008-9; and

**Whereas**, the terms and conditions of the Agreement entered into by and between the New Brunswick Parking Authority and USGovBid shall be available in the Office of the New Brunswick Parking Authority's Purchasing Agent.

**Now Therefore Be It Resolved**, By The Board of The New Brunswick Parking Authority, as follows:

1. The following are hereby declared surplus property to be forthwith advertised for public sale pursuant to N.J.S.A. 40A: 11-36 and New Jersey Finance Notice 2008-09:
  - 2013 Jeep Patriot VIN# 1C4NJRBB8DD245570
2. That said items are to be sold via an On-Line auction to the highest bidder through the online auction website entitled USGovBid in accordance with New Jersey State Statutes and New Jersey Local Finance Notice 2008-09.

Passed and adopted at a regular meeting of the Board of Commissioners of the New Brunswick Parking Authority held on March 28, 2018.

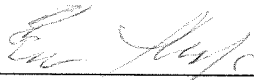
**NEW BRUNSWICK PARKING AUTHORITY  
RESOLUTION AUTHORIZING THE AUCTION OF  
SURPLUS VEHICLE**

**VOTING RECORD**

<u>COMMISSIONERS</u>	<u>3 /YES</u>	<u>0 /NO</u>	<u>0 /ABSTAIN</u>	<u>2 /ABSENT</u>
Kevin McTernan	✓			
Anthony Caputo				✓
Louis Garlatti, Jr.	✓			
Edwin Keefe	✓			
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.

Dated: March 28, 2018

  
\_\_\_\_\_  
Edwin Keefe, Secretary NBPA