

Agenda
New Brunswick Parking Authority
October 28, 2020

- A. Call to Order
- B. Read Public Notice
- C. Minutes from August 2020 Board Meeting
- D. Public Comment
- E. Board Discussion
- F. Resolutions
 - 1. Payment Resolution for October 2020
 - 2. Resolution Approving the 2021 Authority Budget
 - 3. Resolution Authorizing the Auction of Surplus Vehicles
 - 4. Resolution Approving Continued Membership In The Middlesex County Joint Insurance Fund
 - 5. Resolution Of Memorializing Standard Procedures And Requirements For Public Comments Made During The Authority's Remote Public Meetings
- G. Old Business
- H. New Business

- M. Adjourn

**Minutes of a Regular Board Meeting
October 28, 2020**

A Regular Meeting of the New Brunswick Parking Authority was held on October 28, 2020 in the conference room of the New Brunswick Parking Authority located at 106 Somerset Street, New Brunswick, New Jersey. Due to the COVID-19 health emergency, all commissioners attended via conference call in. Chairman Kevin McTernan called the meeting to order at 5:00 p.m.

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

Mr. Karon held Roll Call.

Commissioners in Attendance:	Kevin McTernan	Chairman
	Louis Garlatti, Jr.	Treasurer
	Andrea Eato-White	Commissioner

Legal in Attendance via phone:	David Minchello	General Counsel
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NBPA Personnel in Attendance:	Mitchell Karon	Executive Director
	Bright Rajaratnam (via phone)	Chief Financial Officer
	Stephanie Hart (via phone)	Human Resources Manager

Not in Attendance:	Tony Caputo	Vice Chairman
	Edwin Keefe	Secretary

Minutes

On motion of Mr. Garlatti, seconded by Ms. Eato-White, the Board approves to table the August 2020 minutes until the next Board Meeting. Vote: 3-yes, 0-no, 2-absent (Caputo, Keefe)

Public Comment

A member of the public asks how the 2021 budget compares to last year's budget. Mr. Karon advises the 2021 budget is running about 30% below the 2020 budget.

A member of the public asks if the budget accounts for building additional parking decks. Mr. Karon states no.

A member of the public asks if there are any updates on the potential development of a parking deck for the Cancer Institute. Mr. Karon says none that he knows of.

A member of the public asks if all rental properties are current on rent. Mr. Karon advises that due to the current situation, the NBPA has been deferring the rents until times get better for businesses. A member of the public asks how the deferred rent payments are accounted for in the budget. Mr. Karon tells the public that he will get back to him with that information.

A member of the public asks how the monthly revenue numbers compare to last year's numbers. Mr. Karon states that the monthly revenue is running about 32% below the September 2019 numbers and the year-to-date revenue is running about 25% below.

A member of the public asks if there is a prospective new tenant for the supermarket space. Mr. Karon says not currently.

A member of the public inquires about the resolution on the agenda regarding standard procedures for public comment at remote meetings. Mr. Karon and Mr. Mincehillo advise that in the event NBPA board meetings go all virtual, the resolution lays out the rules and regulations on how the public may continue to participate in the public comment section.

Board Discussion

No Board Discussion.

Resolutions

On motion of Mr. McTernan, seconded by Mr. Garlatti, the Board approved the Payment Resolution for October 2020. Vote: 3- yes, 0- no, 2 – absent (Caputo, Keefe).

*The payment resolution combines the payments for the month of September and October.

On motion of Mr. Garlatti, seconded by Mr. McTernan, the Board approved the Resolution Approving the 2021 budget. Vote: 3- yes, 0- no, 2 – absent (Caputo, Keefe).

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

On motion of Mr. Garlatti, seconded by Ms. Eato-White, the Board approved the Resolution Approving Continued Membership in the Middlesex County Joint Insurance Fund
Vote: 3- yes, 0- no, 2 – absent (Caputo, Keefe).

On motion of Mr. McTernan, seconded by Ms. Eato-White, the Board approved the Resolution Of Memorializing Standard Procedures And Requirements For Public Comments Made During The Authority's Remote Public Meetings. Vote: 3- yes, 0- no, 2 – absent (Caputo, Keefe).

Old Business

No Old Business

New Business

No New Business.

Adjourn

On motion of Ms. Eato-White, seconded by Mr. Garlatti, the Board adjourned at 5:14pm.
Vote: 3- yes, 0- no, 2 – absent (Caputo, Keefe).



Louis Garlatti, Jr.
Secretary Designee

The Parking Authority of the City of New Brunswick
 October 2020 Resolution of Operating Expenditures

WIRE	PAYROLL 09/04/20	09/01/2020	64,763.00
WIRE	FSA	09/01/2020	224.49
WIRE	PENSION - AUGUST	09/08/2020	18,100.00
WIRE	HEALTH - SEP.	09/14/2020	56,657.96
WIRE	HEALTH - SEP.	09/14/2020	8,035.60
WIRE	PAYROLL 09/18/20	09/16/2020	74,311.23
WIRE	FSA	09/16/2020	224.49
WIRE	PAYROLL 09/21/20	09/21/2020	5,523.49
WIRE	PAYROLL 10/02/20	09/30/2020	62,397.90
WIRE	FSA	09/30/2020	224.49
WIRE	PENSION - SEP.	10/01/2020	15,792.18
WIRE	PAYROLL 10/16/20	10/14/2020	64,515.76
WIRE	HEALTH - OCT.	10/14/2020	54,813.64
WIRE	HEALTH - OCT.	10/14/2020	8,035.60
WIRE	FSA	10/14/2020	224.49
WIRE	PAYROLL 10/30/20	10/28/2020	66,805.19
WIRE	FSA	10/28/2020	224.49
74798	KATHLEEN PARKS	09/10/2020	170.00
74857	GOPAL KODATI	09/10/2020	90.00
74858	MICHELLE CRAIN	09/10/2020	180.00
74859	SOWMYA CHEPUR	09/10/2020	120.00
74860	MICHAEL LINK	09/10/2020	170.00
74861	CONCEPCION SALDANA-ACEVEDO	09/10/2020	144.60
74862	KORRISSA AGUILAR	09/10/2020	155.00
74863	APRUZZESE MCDERMOTT	09/10/2020	63.00
74864	ARBITRAGE REBATE	09/10/2020	4,500.00
74865	AMERICAN TIRE DISTRIBUTORS	09/10/2020	799.76
74866	WALTER BERGHAHN	09/10/2020	165.00
74867	JOHN BROOKS	09/10/2020	195.00
74868	OPTIMUM	09/10/2020	781.49
74869	OPTIMUM	09/10/2020	40.25
74870	OPTIMUM	09/10/2020	353.22
74871	CIRCLE JANITORIAL SUPPLIES	09/10/2020	810.00
74872	CITY OF NEW BRUNSWICK	09/10/2020	27,151.13
74873	LANE ANNE DALLAPE	09/10/2020	155.00
74874	EASTERN ARMORED SERVICES INC	09/10/2020	954.00
74875	J.C. EHRlich CO., INC.	09/10/2020	132.00
74876	AKASH GAUR	09/10/2020	155.00
74877	GSRP PROJECT HOLDINGS I, LLC	09/10/2020	4,781.26
74878	ANA CEBALLOS GUTIERREZ	09/10/2020	195.00
74879	TIMOTHY HAAHS & ASSOCIATES INC	09/10/2020	10,000.00
74880	HICKS COMMUNICATIONS INC	09/10/2020	4,750.00
74881	LOUISE MARTIN	09/10/2020	155.00
74882	LIWEN HU	09/10/2020	180.00
74883	HUB PARKING	09/10/2020	14,077.26
74884	IPT LLC	09/10/2020	4,858.85
74885	HELEN KOLIAS	09/10/2020	144.60

The Parking Authority of the City of New Brunswick
 October 2020 Resolution of Operating Expenditures

74886	H Aidong Liang	09/10/2020	155.00
74887	MetLife SBC	09/10/2020	2,155.29
74888	MetLife	09/10/2020	505.00
74889	Superior Vision of NJ Inc	09/10/2020	237.21
74890	NetworkFleet	09/10/2020	882.00
74891	Otis Elevator Company	09/10/2020	9,000.00
74892	Yann C Pinheiro	09/10/2020	135.00
74893	PSE&G/Wellness Electric	09/10/2020	6,598.46
74894	PSE&G	09/10/2020	29,521.53
74895	PSE&G	09/10/2020	2,029.57
74896	You Qin	09/10/2020	180.00
74897	Response Computer Group Inc	09/10/2020	78.00
74898	RoE Fabricators Inc	09/10/2020	4,610.00
74899	Michelle Caropreso	09/10/2020	170.00
74900	Rachel Strauss	09/10/2020	155.00
74901	John Walling Court Officer	09/10/2020	18.58
74902	TASC	09/10/2020	285.00
74903	Teamsters Local 4069	09/10/2020	187.00
74904	Anthony Valvano	09/10/2020	155.00
74905	Verizon	09/10/2020	813.26
74906	Verizon Cabs	09/10/2020	659.34
74907	Verizon Cabs	09/10/2020	693.53
74908	Verizon Cabs	09/10/2020	1,387.07
74909	Verizon	09/10/2020	39.42
74910	WB Mason Co Inc	09/10/2020	6.65
74911	Allison Wendel	09/10/2020	155.00
74912	Susie Xiong	09/10/2020	170.00
74913	Shangzhe Yang	09/10/2020	180.00
74915	Michael Favalaro	09/23/2020	5.00
74916	Francis Gray	09/23/2020	180.00
74917	Lawerence Weber	09/23/2020	120.00
74918	Hideomi Yada	09/23/2020	23.00
74919	Avanza Technologies Inc	09/23/2020	1,535.00
74920	American Tire Distributors	09/23/2020	434.52
74921	HE Industries LLC	09/23/2020	239.90
74922	Central Jersey Waste	09/23/2020	2,683.76
74923	Cintas First Aid & Safety	09/23/2020	377.72
74924	Circle Janitorial Supplies	09/23/2020	697.84
74925	Clean Mat Services LLC	09/23/2020	689.60
74926	City of New Brunswick	09/23/2020	391.78
74927	City of New Brunswick	09/23/2020	27,151.13
74928	Federal Express	09/23/2020	77.08
74929	Timothy HaaHS & Associates Inc	09/23/2020	11,250.00
74930	Hub Parking	09/23/2020	14,077.26
74931	IPS Group Inc.	09/23/2020	7,111.36
74932	IPT LLC	09/23/2020	7,918.09
74933	Mitchell Karon	09/23/2020	15.98
74934	KF Mechanical Heating & Air Co	09/23/2020	10,832.25

The Parking Authority of the City of New Brunswick
 October 2020 Resolution of Operating Expenditures

74935	MARLIN BUSINESS BANK	09/23/2020	134.84
74936	MIDDLESEX COUNTY TREASURER	09/23/2020	1,173.96
74937	NJ ADVANCE MEDIA	09/23/2020	412.74
74938	PARKMOBILE USA INC	09/23/2020	2,952.00
74939	PIERSON COMMERCIAL REAL ESTATE	09/23/2020	8,319.60
74940	PRIMEPOINT LLC	09/23/2020	857.05
74941	PSE&G/WELLNESS GAS	09/23/2020	199.11
74942	PSE&G	09/23/2020	922.17
74943	PSE&G	09/23/2020	53.14
74944	PSE&G/ OLD FRESH GROCERY GAS	09/23/2020	171.32
74945	RUTGERS STATE OF NJ	09/23/2020	7,527.43
74946	SCHINDLER ELEVATOR CORP	09/23/2020	14,272.74
74947	SPECTROTEL	09/23/2020	47.24
74948	STATE OF NEW JERSEY	09/23/2020	780.84
74949	STANDARD ELEVATOR CORP	09/23/2020	1,411.76
74950	THYSSENKRUPP ELEVATOR CORP	09/23/2020	1,535.63
74951	TIAA BANK	09/23/2020	169.32
74952	VERIZON WIRELESS	09/23/2020	1,416.34
74953	VERIZON/FAX	09/23/2020	52.53
74954	WB MASON CO INC	09/23/2020	108.59
74955	DEFINO CONTRACTING COMPANY	10/14/2020	1,250.00
74956	FRANK DELL AQUILA	10/14/2020	170.00
74957	ALEE ALI	10/14/2020	90.00
74958	JAMES RETHINAM	10/14/2020	720.00
74959	MEHMET EKE	10/14/2020	540.00
74960	RISHI MATHUR	10/14/2020	120.00
74961	TEJ SONI	10/14/2020	180.00
74962	GEORGE WADSWORTH	10/14/2020	5.00
74963	GREG PARRIS	10/14/2020	25.00
74964	STEPHEN VAJTAY	10/14/2020	85.00
74965	HEALTH PROFESSIONALS &	10/14/2020	270.00
74966	KEECHERIL MATTHEW	10/14/2020	165.00
74967	CONCEPCION SALDANA-ACEVEDO	10/14/2020	144.60
74968	ADVANZA TECHNOLOGIES INC	10/14/2020	1,535.00
74969	AFLAC	10/14/2020	671.74
74970	PULIN AMIN	10/14/2020	180.00
74971	CONNOR BAGLEY	10/14/2020	180.00
74972	OPTIMUM	10/14/2020	781.49
74973	CABLEVISION LIGHTPATH INC	10/14/2020	2,540.84
74974	OPTIMUM	10/14/2020	176.61
74975	CASH: CHANGE FUND/PETTY CASH	10/14/2020	53.00
74976	CITY OF NEW BRUNSWICK	10/14/2020	6,627.00
74977	CITY OF NEW BRUNSWICK	10/14/2020	13,519.00
74978	JOSEPH EXUME	10/14/2020	170.00
74979	JOSEPH FAZZIO - WALL LLC	10/14/2020	859.24
74980	HICKS COMMUNICATIONS INC	10/14/2020	4,750.00
74981	LOUISE MARTIN	10/14/2020	155.00
74982	HUNTER BUSINESS SYSTEMS	10/14/2020	415.20

The Parking Authority of the City of New Brunswick
 October 2020 Resolution of Operating Expenditures

74983	JOSEPH INCANTALUPO	10/14/2020	180.00
74984	SALMAN KHAN	10/14/2020	155.00
74985	HELEN KOLIAS	10/14/2020	144.60
74986	SUHAS KURUP	10/14/2020	180.00
74987	K.W. RASTALL OIL COMPANY	10/14/2020	1,351.76
74988	PAK HENG LAI	10/14/2020	180.00
74989	CHRISTOPHER LIBROJO	10/14/2020	180.00
74990	SHUOQUAN LIU	10/14/2020	155.00
74991	PATRICIA LOPEZ	10/14/2020	180.00
74992	STEVE MACALUSO	10/14/2020	135.00
74993	MIKE MALONEY	10/14/2020	135.00
74994	HASITHA MANOHAR	10/14/2020	155.00
74995	METLIFE SBC	10/14/2020	2,122.02
74996	METLIFE	10/14/2020	505.00
74997	RICHARD MORRIS	10/14/2020	135.00
74998	SUPERIOR VISION OF NJ INC	10/14/2020	233.37
74999	PSE&G/WELLNESS ELECTRIC	10/14/2020	7,801.51
75000	PSE&G	10/14/2020	32,611.49
75001	NJ ADVANCE MEDIA	10/14/2020	20.15
75002	JOHN WALLING COURT OFFICER	10/14/2020	18.58
75003	TEAMSTERS LOCAL 4069	10/14/2020	147.00
75004	TRIANGLE FIDELCO INDUST. CTR	10/14/2020	28,377.26
75005	FERNANDO VELAZQUEZ	10/14/2020	155.00
75006	VERIZON	10/14/2020	813.26
75007	VERIZON CABS	10/14/2020	660.63
75008	VERIZON	10/14/2020	404.96
75009	VERIZON CABS	10/14/2020	694.82
75010	VERIZON CABS	10/14/2020	1,389.65
75011	VERIZON	10/14/2020	39.42
75012	FRANK ZANDOMENEGO	10/14/2020	135.00
75013	ALLIED FIRE & SAFETY	10/28/2020	1,630.00
75014	BEST CLEANING	10/28/2020	3,645.00
75015	CABLEVISION LIGHTPATH INC	10/28/2020	2,541.96
75016	CENTRAL JERSEY WASTE	10/28/2020	650.00
75017	CENTRAL JERSEY WASTE	10/28/2020	2,234.94
75018	CITY OF NEW BRUNSWICK	10/28/2020	44,701.90
75019	EDISON OVERHEAD DOOR CO INC	10/28/2020	277.50
75020	J.C. EHRLICH CO., INC.	10/28/2020	266.00
75021	FOXWOOD SERVICE CENTER	10/28/2020	397.00
75022	GEORGE ST HOLDINGS LLC	10/28/2020	501.31
75023	GSRP PROJECT HOLDINGS I, LLC	10/28/2020	3,947.91
75024	IPS GROUP INC.	10/28/2020	8,736.58
75025	INTEGRATED TECHNICAL	10/28/2020	110.00
75026	MITCHELL KARON	10/28/2020	19.95
75027	KF MECHANICAL HEATING & AIR CO	10/28/2020	17,949.35
75028	MARLIN BUSINESS BANK	10/28/2020	134.80
75029	METLIFE	10/28/2020	505.00
75030	MIDDLESEX COUNTY TREASURER	10/28/2020	1,135.15

The Parking Authority of the City of New Brunswick
 October 2020 Resolution of Operating Expenditures

75031	RAINONE COUGHLIN MINCHELLO LLC	10/28/2020	4,157.50
75032	RAINONE COUGHLIN MINCHELLO LLC	10/28/2020	4,525.00
75033	NETWORKFLEET	10/28/2020	398.00
75034	NYC WEB DESIGN.COM	10/28/2020	7,340.00
75035	PARKMOBILE USA INC	10/28/2020	3,717.40
75036	PIERSON COMMERCIAL REAL ESTATE	10/28/2020	8,319.60
75037	PRIMEPOINT LLC	10/28/2020	979.25
75038	PSE&G	10/28/2020	2,255.08
75039	QUADIENT FINANCE USA INC	10/28/2020	375.57
75040	RESPONSE COMPUTER GROUP INC	10/28/2020	3,987.55
75041	RUTGERS UNIVERSITY	10/28/2020	11,590.24
75042	RUTGERS STATE OF NJ	10/28/2020	7,147.27
75043	SAL ELECTRIC CO INC	10/28/2020	2,950.60
75044	SCHINDLER ELEVATOR CORP	10/28/2020	17,067.67
75045	SIGNAL ELECTRIC CORP	10/28/2020	267.50
75046	SOCIETY FOR HUMAN RESOURCE	10/28/2020	219.00
75047	SOMERSET URBAN RENEWAL LLC	10/28/2020	2,936.00
75048	SPECTROTEL	10/28/2020	262.17
75049	STANDARD ELEVATOR CORP	10/28/2020	2,502.76
75050	JOHN WALLING COURT OFFICER	10/28/2020	18.58
75051	TIAA BANK	10/28/2020	189.32
75052	VERIZON WIRELESS	10/28/2020	2,503.30
75053	VERIZON	10/28/2020	556.82
75054	VERIZON	10/28/2020	44.65
75055	VERIZON/WELLNESS	10/28/2020	830.67
75056	VERIZON/FAX	10/28/2020	53.83
75057	WB MASON CO INC	10/28/2020	6.65

1,057,152.48

The Parking Authority of the City of New Brunswick
October 2020 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 December 16, 2020.

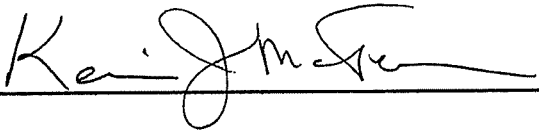
Payroll Estimate	11/11/20	65,000.00
Payroll Estimate	11/25/20	65,000.00
Payroll Estimate	12/09/20	65,000.00
Health insurance Estimate	11/11/20	65,243.00
Prior Month Payroll Estimate		(130,000.00)
Total Disbursements		1,057,152.48
Total Resolution Amount		<u>1,187,395.48</u>



The Parking Authority of the City of New Brunswick
October 2020 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 December 16, 2020.

Payroll Estimate	11/11/20	65,000.00
Payroll Estimate	11/25/20	65,000.00
Payroll Estimate	12/09/20	65,000.00
Health insurance Estimate	11/11/20	65,243.00
Prior Month Payroll Estimate		(130,000.00)
Total Disbursements		1,057,152.48
Total Resolution Amount		<u>1,187,395.48</u>



The Parking Authority of the City of New Brunswick
October 2020 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 December 16, 2020.

Payroll Estimate	11/11/20	65,000.00
Payroll Estimate	11/25/20	65,000.00
Payroll Estimate	12/09/20	65,000.00
Health insurance Estimate	11/11/20	65,243.00
Prior Month Payroll Estimate		(130,000.00)
Total Disbursements		1,057,152.48
Total Resolution Amount		<u>1,187,395.48</u>

Andrea Eato - White

2021 (2021-2022) AUTHORITY BUDGET RESOLUTION NEW BRUNSWICK PARKING AUTHORITY

FISCAL YEAR: FROM: 01/01/2021 TO: 12/31/2021

WHEREAS, the Annual Budget and Capital Budget for the City of New Brunswick Parking Authority for the fiscal year beginning, January 1, 2021 and ending, December 31, 2021 has been presented before the governing body of the City of New Brunswick Parking Authority at its open public meeting of October 28th; and

WHEREAS, the schedule of rents, fees and other charges, shown on **Budget Page F-2** in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves shown on **Budget Page F-4**, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program shown on **Capital Budget Page CB-3**, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the City of New Brunswick Parking Authority, at an open public meeting held on October 28th, 2020 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the City of New Brunswick Parking Authority for the fiscal year beginning January 1, 2021 and ending, December 31, 2021 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the City of New Brunswick Parking Authority will consider the Annual Budget and Capital Budget/Program for adoption on December 16th, 2020

LA Savatta
(Secretary's Signature)

October 28, 2020
(Date)

Governing Body	Recorded Vote			
Member:	Aye	Nay	Abstain	Absent

Note Fill in the name of Each Commissioner and indicate their recorded Vote

Member	Aye	Nay	Abstain	Absent
Kevin McTernan	X			
Tony Caputo				X
Louis Garlatti, Jr.	X			
Edwin Keefe				X
Andrea Eato-White	X			

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

Whereas, the New Brunswick Parking Authority has certain surplus property no longer needed for public use, a 2015 Dodge Journey VIN#3C4PDCAB0FT697752, a 2006 Ford Ranger VIN#FTVR11497PA09930, a 2011 Ford F350 VIN#1FTBF3B63BEB42391 and a 2013 Ford F250 VIN#1FT7X2B61DEB20261; 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:
 - 2015 Dodge Journey VIN#3C4PDCAB0FT697752
 - 2006 Ford Ranger VIN#FTVR11497PA09930
 - 2011 Ford F350 VIN#1FTBF3B63BEB42391
 - 2013 Ford F250 VIN#1FT7X2B61DEB20261

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 October 28, 2020.

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

VOTING RECORD

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

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: October 28, 2020



Louis Garlatti, Secretary Designee

RESOLUTION

WHEREAS, the New Brunswick Parking Authority has participated as a member of the Middlesex County Municipal Joint Insurance Fund (hereafter the "Fund") existing pursuant to Chapter 372, Laws of 1983 (N.J.S.A. 40A:10-36 et. seq.); and is desirous of continuing said membership for a term expiring on December 31, 2023; and

WHEREAS, the governing body of the New Brunswick Parking Authority membership in the Fund is in the best interest of the Parking Authority;

NOW, THEREFORE, BE IT RESOLVED by the New Brunswick Parking Authority, in the County of Middlesex, and the State of New Jersey, as follows:

SECTION 1. The New Brunswick Parking Authority hereby agrees to continue as a member of the Fund for a period commencing January 1, 2021, and terminating on December 31, 2023 for the purpose of securing the following types of insurance coverage:

- a) Workers Compensation and Employer's Liability.
- b) General Liability Coverage (including Public Official, Police Professional).
- c) Motor Vehicle and Equipment Liability Coverage.
- d) Property Damage Coverage (including Building & Contents, Automobile Physical Damage, Contractors Equipment, Boiler & Machinery and Public Employee Blanket Bonds).

After the expiration of the said three (3) year period of membership, participation may be canceled or extended in accordance with the ByLaws of the Fund.

SECTION 2. For the purposes of contribution of sums into the Fund to be designated for administrative costs and claims, the New Brunswick Parking Authority hereby agrees to obtain the types of coverage from the Fund as are set forth in Section 1 of this Resolution and the Indemnity and Trust Agreement to be signed by it.

SECTION 3. The ByLaws of the Middlesex County Municipal Joint Insurance Fund, attached hereto, have been adopted and accepted.

SECTION 4. The Governing Body is hereby authorized and directed to execute an Indemnity and Trust Agreement signifying continued membership.

Passed and adopted at a regular meeting of the Board of Commissioners of the New Brunswick Parking Authority held on October 28, 2020.

**NEW BRUNSWICK PARKING AUTHORITY
RESOLUTION APPROVING CONTINUED MEMBERSHIP IN THE
MIDDLESEX COUNTY JOINT INSURANCE FUND**

VOTING RECORD

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

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: October 28, 2020



Louis Garlatti, Secretary Designee NBPA

**RESOLUTION OF THE NEW BRUNSWICK PARKING AUTHORITY
MEMORIALIZING STANDARD PROCEDURES AND REQUIREMENTS
FOR PUBLIC COMMENTS MADE DURING THE AUTHORITY'S
REMOTE PUBLIC MEETINGS**

WHEREAS, pursuant to the recently promulgated regulations set forth in N.J.S.A. 5:39-1.4(h), public bodies are required to adopt standard procedures and requirements for public comments made during a remote public meeting, or submitted in writing ahead of a remote public meeting.

NOW, THEREFORE, BE IT RESOLVED, that the New Brunswick Parking Authority ("Authority") hereby adopts the following procedures governing the public comment process for remotely held public meetings:

Section 1. The procedures and requirements for making public comment at remotely held public meetings of the Authority, along with an explanation of the audio muting function of the electronic communications platform being used, shall be announced at the beginning of each such meeting.

Section 2. For any meeting of the Authority that is remotely held pursuant to N.J.A.C. 5:39-1 *et seq.*, members of the public will generally be muted during the meeting to limit disruptions and background noise. However, members of the public will be permitted to make comments during the Public Comment portion(s) of the meeting as follows:

- (a) Either in advance of the Public Comment portion(s) or during such portion(s), members of the public may notify the Executive Director that they wish to make a comment. This may be accomplished by their attendance at the remote meeting or via regular mail or by email to mkaron@njnbpa.org containing the speaker's full name, address, and the topic of comment.
- (b) The host shall choose a speaker by unmuting them, advise them that they are unmuted and that they may address the Authority.
- (c) Each speaker shall state his/her full name and address for the record. Speakers are encouraged to be concise and speak clearly. Due to time constraints, questions may be referred to the appropriate official(s) for follow-up after the meeting. Speakers should be prepared to provide contact information for the purpose of receiving possible follow-up responses to their comments.
- (d) To the extent permitted by the electronic communications technology, as appropriate, the Authority shall attempt to facilitate a dialogue with the commenter.
- (e) If a member of the public becomes disruptive during a Public Comment period, the Chairperson shall direct the host to mute the disruptive person. The disruptive

individual shall be advised that continued disruptive conduct may result in the individual being (1) kept on mute until after all other members of the public have been given the opportunity to make comment, at which time such individual can proceed with comment, (2) kept on mute for the remainder of the remote public meeting, or (3) removed from the remote public meeting. Disruptive conduct includes sustained inappropriate behaviors such as, but not necessarily limited to, shouting, interruption, and use of profanity.

Section 3. For any meeting of the Authority that is remotely held pursuant to N.J.A.C. 5:39-1 *et seq.*, members of the public shall be permitted to submit comments in writing in advance of the remote public meeting as follows:

- (a) Up-to-date instructions for sending in written comments shall be provided on the Authority's website prior to each remote public meeting. All such comments must be submitted via electronic mail in written letter form, and must be received by the Executive Director or their designee by 1:00 PM on the date of the remote public meeting.
- (b) Written public comments, provided they have been submitted in accordance with the instructions provided in this Resolution and in the notice for the remote public meeting, shall be read aloud and addressed during the remote public meeting in a manner audible to all meeting participants and the public.
- (c) Each written public comment shall be read from the beginning, until the time limit is reached. The same time limits applicable to public comments made orally during a meeting shall also apply to the reading of written comments.
- (d) The Authority shall have the discretion to pass over duplicate written comments; however, each duplicate comment shall be noted for the record with the content summarized.
- (e) The Authority shall have the discretion to accept and read aloud text-based public comments received via Internet-accessible technology during a remote public meeting.

Section 4. This Resolution shall take effect immediately.


**RESOLUTION OF THE NEW BRUNSWICK PARKING AUTHORITY
MEMORIALIZING STANDARD PROCEDURES AND REQUIREMENTS
FOR PUBLIC COMMENTS MADE DURING THE AUTHORITY'S
REMOTE PUBLIC MEETINGS**

VOTING RECORD

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

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: October 28, 2020



 Louis Garlatti Jr., Secretary Designee NBPA