

THE PARKING AUTHORITY OF THE
TOWNSHIP OF BLOOMFIELD

REGULAR MEETING MINUTES
OF FEBRUARY 15, 2011

The meeting opened at 6:01 a.m. at the offices of the Parking Authority, 230 Broad Street, Bloomfield, N.J.

Certification of advertised public notification of the meeting was given during the reading of the Open Public Records Act.

Present: Chairman Generazio
Commissioner Catalano
Commissioner McKee
Commissioner Moserowitz

Others Present: Kevin McManimon, Esq., of McManimon & Scotland
Glenn Domenick, Director of Community Development, Township of
Bloomfield
John Sessa, CPA

Absent: Commissioner Johnston
Executive Director Hochman

The Pledge of Allegiance was recited.

The minutes for the special meetings of December 15, 2010 and January 4, 2011 were reviewed for approval. There were no changes to the minutes as presented.

Commissioner Catalano motioned to approve the minutes of December 15, 2010, as presented, under Resolution 2011-2-15-1. Commissioner Moserowitz seconded the motion. The motion was carried forward as follows:

Roll Call Vote:	Chairman Generazio	Yes
	Commissioner Catalano	Yes
	Commissioner Johnston	Absent
	Commissioner McKee	Yes
	Commissioner Moserowitz	Yes

Commissioner Catalano motioned to approve the minutes of January 4, 2011, as presented, under Resolution 2011-2-15-2. Commissioner McKee seconded the motion. The motion was carried forward as follows:

Roll Call Vote:	Chairman Generazio	Yes
	Commissioner Catalano	Yes
	Commissioner Johnston	Absent
	Commissioner McKee	Yes
	Commissioner Moserowitz	Yes

The Executive Director's report was reviewed. Commissioner McKee noted that he is meeting with Executive Director Hochman on February 17th with representatives of Metric regarding the multi-space meter terminals and some problems with the units. For example, the solar panels are not working and the telephones do not always call back to the Authority's offices. He questioned whether anyone other than Metric could maintain the units. It was discussed that the technology is proprietary so it is unlikely that someone other than Metric can maintain the units. Commissioner McKee will make a report after the February 17th meeting.

Members of the Bloomfield Center Alliance (Marion Terenzio, Rick Hathaway, Mary Murdoch, Michael Kahn, Al Lardieri, Doreen Sarcone, Stuart Koperweis) attended the meeting to discuss a number of issues. Ms. Terenzio began by describing the BCA – it is the district management corporation for the Business Improvement District (BID) in the downtown area of Bloomfield and partners with the Parking Authority to address parking issues downtown.

1. Holiday meter bagging – the BCA questioned why meters in some areas were not bagged. They believe that additional meters should be bagged. Doreen Sarcone from the BCA will communicate with Executive Director Hochman to identify the additional meters that the BCA believes should be bagged. The BCA is in favor of holiday bagging in general and has not seen much abuse because the Parking Authority has adequately enforced the 2 hour limit during the holiday bagging period.
2. Meter placement and enforcement policy – The BCA questioned why there are some areas of the Township that do not have meters. It was explained that the Parking Authority's Parking Master Plan provides for additional meters, although the Parking Authority is now focused on the development of a parking garage in the downtown area of the Township.

The BCA also questioned whether the Parking Authority has a policy of enforcement, such as a grace period for expired meters. The BCA believes that this is being enforced in an inconsistent manner within the BID and several BCA representatives stated that they have witnessed Parking Enforcement Officers (PEOs) appear to wait until meters expire and immediately write tickets for violations. The Commissioners explained that the Parking Authority's policy is for PEOs to give a several minute grace period and that, in any event, the PEOs are supposed to walk particular routes, so they should not be in a position to wait until meters expire.

It was discussed that it is difficult to determine how long meters have been

expired for. The BCA representatives questioned whether it is possible to install chips in the meters that count backwards, so that it is possible to determine how long a vehicle is parked beyond the meter limit, and they noted that this is done in Morristown and Montclair.

Mr. Lardieri stated that he has meetings regularly at his office 2-3 times per week and that PEOs do this every week. He said that they time the meetings so that the participants can get back out to the meters around the same time that the meters expire, but that sometimes the participants get to the meters just after the meters expire and they receive tickets.

Commissioner McKee questioned whether it was the same PEOs in the same locations doing this. Mr. Lardieri and others stated that they could not say for sure because they do not know all the PEOs due to the high turnover of PEOs. It was stated that the Parking Authority would need more information to determine what, if anything to do about this matter. Ms. Terenzio stated that the BCA would prepare a report and submit it to the Parking Authority.

Chairman Generazio stated that the Parking Authority has considered installing multi-space meter terminals in the downtown area, but is not presently ready to do so.

3. Snow Removal – The BCA expressed concern, on its behalf and on behalf of patrons of businesses in the area, about the 2-3 day delay in removing snow from the lots and streets in the downtown area.

Chairman Generazio noted that the Township is responsible for snow removal pursuant to the Intra-Local Agreement between the Township and the Parking Authority. Mr. Domenick stated that the Township did prioritize the removal of snow from the area, but the magnitude of the snow in the area affected its ability to do so. He also noted that there is a new Township Administrator and that the Township will address its snow removal policy when the new Administrator settles into the position. Chairman Generazio noted that Mayor McCarthy was present at the last Parking Authority meeting and, at that time, he explained the Township's snow removal policy and that it appeared to be reasonable.

Ms. Terenzio questioned whether it would help to augment the Township's snow removal equipment with private contractors. Some Commissioners expressed some doubt because, under the circumstances, many private contractors were overburdened too. Nevertheless, Ms. Terenzio stated that if it would help, the BCA would consider helping to pay for additional snow removal contractors.

Commissioner Catalano noted that he did not believe snow removal had been a problem before the heavy 2010-2011 winter. Mr. Lardieri stated that he believes that the Farrand and Royal lots have always been plowed 2-3 days after snow storms ended. Mr. Domenick agreed that 2-3 days is too long a period of time, particularly as the Township's ordinance requires property owners to remove

snow within 12 hours after the last snowfall.

4. BCA Liaison – Ms. Terenzio stated that Mr. Lardieri could not continue as the BCA liaison. Mr. Lardieri stated that he felt that his presence was unnecessary because he was not permitted to attend Executive Sessions and the Parking Authority went into Executive Session many times while he was present. It was discussed that there may be less of a need to do that in the future because many of the past Executive Sessions related to contracts to purchase properties, which have since been acquired.

Ms. Terenzio stated that the BCA would like Mary Murdock to be the new BCA liaison. Counsel McManimon noted that the process of selecting a liaison includes the identification, by the BCA, of 3 candidates to serve as liaison and the Parking Authority selects the liaison from that list. Ms. Terenzio stated that the BCA understands this process and will submit a list to Executive Director Hochman.

5. Parking Garage – Ms. Terenzio stated that one of the BCA's responsibilities is to try to bring retail uses into the downtown and she questioned whether the BCA, which represents about 250 stakeholders, will have an opportunity to have input into the design of the parking garage in the downtown before the design is finalized.

Commissioner Moserowitz noted that the design is not done yet. Mr. Domenick stated that the design of the parking garage will be driven mostly by what the layout of the area will permit, rather than what any parties may desire.

It was also noted that many of the design issues will be addressed at the Planning Board. Commissioner Moserowitz noted that the redeveloper will probably like to have input from a group that could help market the retail uses in the area.

The meeting was then opened to comment from the public. No members of the public who were present spoke at this time.

Commissioner Catalano motioned to approve the Authorization of the Payment of Disbursements, under Resolution 2011-2-15-3. Commissioner McKee seconded the motion. The motion was carried forward as follows:

Roll Call Vote:	Chairman Generazio	Yes
	Commissioner Catalano	Yes
	Commissioner Johnston	Absent
	Commissioner McKee	Yes
	Commissioner Moserowitz	Yes

Commissioner Moserowitz requested that the discussion regarding Nextel communication system be tabled until the March meeting, when Executive Director Hochman will be present, at which time the Parking Authority should review expenses

generally, including expenses relating to Nextel communications equipment.

Commissioner Moserowitz motioned to approve the Authorization of the Payment of Certain Project Costs, under Resolution 2011-2-15-4. Commissioner Catalano seconded the motion. The motion was carried forward as follows:

Roll Call Vote:	Chairman Generazio	Yes
	Commissioner Catalano	Yes
	Commissioner Johnston	Absent
	Commissioner McKee	Yes
	Commissioner Moserowitz	Yes

Commissioner Moserowitz motioned to Authorize the Award of a Non-Fair and Open Extraordinary Unspecifiable Services Contract for Parking Consulting Services, under Resolution 2011-2-15-5. Commissioner McKee seconded the motion. The motion was carried forward as follows:

Roll Call Vote:	Chairman Generazio	Yes
	Commissioner Catalano	Yes
	Commissioner Johnston	Absent
	Commissioner McKee	Yes
	Commissioner Moserowitz	Yes

Commissioner Catalano motioned to increase the parking meter rates and the parking permit fees, under Resolution 2011-2-15-6. Commissioner McKee seconded the motion. The motion was carried forward as follows:

Roll Call Vote:	Chairman Generazio	Yes
	Commissioner Catalano	Yes
	Commissioner Johnston	Absent
	Commissioner McKee	Yes
	Commissioner Moserowitz	Abstain

The Commissioners discussed engaging Acacia Financial Group, Inc. as Financial Advisor. Commissioner McKee questioned the manner in which the bids were solicited. Counsel McManimon explained that a Request for Proposals was posted on the Authority's website and 2 bids were received. Commissioner McKee also asked about Acacia's qualifications, Acacia's proposed hourly rates and whether the Parking Authority is required to accept the lowest bidder. Counsel McManimon explained that such information is set forth in the written proposal submitted by Acacia and that, under the Local Public Contracts Law, the Parking Authority is not required to engage the lowest responsible bidder, because the financial advisory services are professional services.

Some Commissioners expressed a desire to have a better understanding of which personnel from Acacia would be performing the services and to have cap on the fees to be paid to the firm. This will enable the Parking Authority to have more control over

expenses for these services. Some of the Commissioners also expressed a desire to meet a representative of Acacia and asked whether they could be present at the next Board meeting.

Counsel McManimon explained that it is possible to put a not to exceed amount in the resolution engaging Acacia. Mr. Domenick also noted that the financial advisor would act on a task-by-task basis, at the direction of the Parking Authority. This would also help the Parking Authority control overall costs.

Commissioner Moserowitz noted that there is a need for such financial advisory services. Commissioner McKee stated that he does not feel prepared to make the decision based on the information available at this time and questioned whether the matter could be tabled until the March meeting, at which time someone from Acacia should be present. It was agreed that this matter would be put on the agenda for the March meeting and a representative of Acacia would be asked to be present.

The members reviewed the New Business matters on the agenda without comment.

Commissioner Moserowitz motioned to enter into Executive Session under Resolution 2011-2-15-7 to discuss employment matters. Commissioner Catalano seconded the motion. The motion carried forth as follows:

Roll Call Vote:	Chairman Generazio	Yes
	Commissioner Catalano	Yes
	Commissioner Johnston	Absent
	Commissioner McKee	Yes
	Commissioner Moserowitz	Yes

The meeting opened to Public Session.

Commissioner Catalano motioned to Authorize the Hiring of Glenn Domenick as an Owner's Representative under Resolution 2011-2-15-8. Commissioner McKee seconded the motion. The motion was carried forward as follows:

Roll Call Vote:	Chairman Generazio	Yes
	Commissioner Catalano	Yes
	Commissioner Johnston	Absent
	Commissioner McKee	Yes
	Commissioner Moserowitz	Yes

Commissioner Moserowitz motioned to adjourn the meeting. Commissioner McKee seconded the motion. The motion was carried forward as follows:

Roll Call Vote:	Chairman Generazio	Yes
	Commissioner Catalano	Yes
	Commissioner Johnston	Absent

Commissioner McKee
Commissioner Moserowitz

Yes
Yes

The meeting adjourned at 7:45 p.m.

THE PARKING AUTHORITY OF THE
TOWNSHIP OF BLOOMFIELD

MEETING MINUTES OF
FEBRUARY 15, 2011

EXECUTIVE SESSION

The meeting went into Executive Session to discuss Matters Relating to the Employment Relationship, specifically, the engagement of Authority personnel, per Resolution 2011-2-15-7.

The Commissioners discuss the need to hire an Owner's Representative, on a part-time and temporary basis, to assist the Authority in overseeing the construction of the parking garage in the downtown area. The Commissioners all stated that Glenn Domenick, the current Director of Community Development and Code Enforcement, would be an excellent choice. Mr. Domenick's experience in overseeing the construction of public facilities, and his knowledge of local and other building regulations will be invaluable to the Authority's effort to construct a parking garage on a challenging site and within a limited budget. Moreover, the Owner's Representative will, among other things, interact with and give direction to other professionals involved in the project, such as the financial advisor, which should help control project costs.

It was discussed that the compensation for the Owner's Representative should be \$400 per week and that he should be asked to attend each monthly Board meeting to report to the Commissioners on the status of the construction.

Commissioner McKee motioned to move the meeting to Public Session. Commissioner Moserowitz seconded the motion. The motion was carried forward as follows:

Roll Call Vote	Chairman Generazio	Yes
	Commissioner Catalano	Yes
	Commissioner Johnston	Absent
	Commissioner McKee	Yes
	Commissioner Moserowitz	Yes

The meeting moved to Public Session.