THE PARKING AUTHORITY OF THE
TOWNSHIP OF BLOOMFIELD

REGULAR MEETING MINUTES
OF July 13, 2016

The meeting opened at 6:44 P.M.

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

Pledge of Allegiance was recited.

Roll call was taken. Present:

Chairwoman Nicole Williams
Commissioner Robert DeMarino
Commissioner Zeke Harvey (by phone)
Commissioner Cheryl McCants
Commissioner Vincent Mesolella
Commissioner Peter Tom

Others Present:

Executive Director Glenn Domenick
Anne Prince, Operations Manager
Jong Sook Nee, Esq., McManimon, Scotland & Baumann

Absent:

Vice Chairman Leamon McKenzie
Gianella Narvaez, Administrative Assistant
Mayor Michael Venezia, Township Liaison to Authority
Al Lardieri, Bloomfield Center Alliance Liaison

Commissioner McCants motioned to approve the minutes for the June 8, 2016 Board meeting. Commissioner DeMarino seconded the motion. The motion carried forth as follows:

Roll Call Vote:	Commissioner DeMarino	Yes
	Commissioner Harvey	Yes
	Commissioner McCants	Yes
	Vice Chairman McKenzie	Absent
	Commissioner Mesolella	Yes
	Commissioner Tom	Yes
	Chairwoman Williams	Yes

Executive Director Domenick provided a summary of his report including an update on the status of the Farrand Street. The Mayor and Council of Bloomfield will receive an update on the status of development in the area in closed session. A designation is likely in August. There

are currently two developers who remain interested (Kushner and Metro) as many of the others left due to the complexity of the site or a failure to respond. The BPA will respond after a designation is made.

Ms. Prince provided an update on the Meter Pilot Program. She provided a spreadsheet that detailed the 7 meters that were part of the pilot program compared to those meters that were excluded and the potential revenues that could have been generated if all of the meters were being enforced. Some of the matters discussed include the following:

- The total foregone revenues on the 7 pilot meters as approximately $10,000 in a month, which may more realistically be half this amount. Further, a portion of these increased revenues will have to be shared with the ultimate operator.
- Ms. Prince explained that the meters are currently configured for 2-hour periods with a grace period of 5 minutes upon arrival and another grace period of 5 minutes after expiration of a meter before violations will be imposed. All of these times can be adjusted. Meters are not being enforced after 6:00 p.m., but the 2-hour timeframe may have to be revisited.
- A question was raised as to whether "No Parking or Standing" signs would be erected to inform motorists. The BPA requested that the BPA counsel review whether the Borough's parking ordinance makes a distinction between "standing" and "parking" for purposes of enforcement. The new meters are equipped with cameras that automatically enforce the time limit so the definition of "standing" was an important issue in order to determine the limits of enforcement. Further, the new system is intended to require all motorists to vacate a spot after the time limit has expired, rather than just paying the meter for a new time limit. This is intended to permit turnover for those businesses adjacent to the meters that rely on high turnover.
- The Park Mobile App is not being used as part of the Meter Pilot Program. The licensing for the software is expensive. In addition, the Park Mobile App will permit motorists to renew the time limit without vacating a parking space.
- There may be an incremental cost associated with the new meters. This cost, however, is unknown at this time and will have to be part of any bid proposal. The BPA will most likely seek an upfront freeze on these costs with gradual increases over time.
- The BPA expects that the bid could be issued in October 2016 with work commencing in spring of 2017. The meters each cost approximately $5,000 and any bidder will have to guarantee minimum revenues based on prior year operations.

Commissioner DeMarino motioned to open the public comment section of the meeting. Commissioner McCants seconded the motion. The motion carried forth as follows:

Roll Call Vote:	Commissioner DeMarino	Yes
	Commissioner Harvey	Yes
	Commissioner McCants	Yes
	Vice Chairman McKenzie	Absent
	Commissioner Mesolella	Yes
	Commissioner Tom	Yes
	Chairwoman Williams	Yes

No members of the public were present.

Commissioner DeMarino motioned to close the public comment section of the meeting. Commissioner McCants seconded the motion. The motion carried forth as follows:

Roll Call Vote:	Commissioner DeMarino	Yes
	Commissioner Harvey	Yes
	Commissioner McCants	Yes
	Vice Chairman McKenzie	Absent
	Commissioner Mesolella	Yes
	Commissioner Tom	Yes
	Chairwoman Williams	Yes

Commissioner McCants motioned to adopt Resolution 2016-7-13-1 authorizing the payment of certain project costs, in particular for certain costs to be paid out of the 2010D Project Account from the BPA's $12,480,000 Revenue Bonds (Township Guaranteed, Series 2010D), in the amount of $12,922.00. Commissioner DeMarino seconded the motion. The motion carried forth as follows:

Roll Call Vote:	Commissioner DeMarino	Yes
	Commissioner Harvey	Yes
	Commissioner McCants	Yes
	Vice Chairman McKenzie	Absent
	Commissioner Mesolella	Yes
	Commissioner Tom	Yes
	Chairwoman Williams	Yes

Chairwoman Williams requested that we skip over Old Business to address New Business.

Executive Director Domenick summarized the Township Minimum Wage Ordinance that

was recently adopted that increases the minimum wage for all Borough employees that are not salaried. If the BPA sought to adopt the same standards for its employees, it would force the BPA to increase wages for all of the employees, as one new employee is currently under the minimum wage standard. In order to equalize and properly allocate the wages among the employees based on title and seniority under a new minimum wage standard, Executive Director Domenick estimates that the BPA would have to increase all wages by a total of $21,840 annually with additional annual increases. The Commissioners discussed the possibility of increasing the wages and freezing them for a period of years, the fiscal impact of the wage increases, the timing of wage increases and the ability of the BPA to afford the increases. The Commissioners determined to review the previously completed review of the job descriptions report for the BPA and consider the feasibility of establishing a pay range for each job description and/or stepped increases for each position. Executive Director Domenick will work with the Commissioners to establish a pay range and stepped increases for each job description for consideration by the Commissioners at a later time.

Chairwoman Williams motioned to adopt Resolution 2016-7-13-2 providing for a meeting not open to the public in accordance with the provisions of the New Jersey Open Public Meetings Act to discuss matters relating to employment relationships. Commissioner McCants seconded the motion. The motion carried forth as follows:

Roll Call Vote:	Commissioner DeMarino	Yes
	Commissioner Harvey	Yes
	Commissioner McCants	Yes
	Vice Chairman McKenzie	Absent
	Commissioner Mesolella	Yes
	Commissioner Tom	Yes
	Chairwoman Williams	Yes

While in closed session the Commissioners discussed matters relating to the operations manager position.

Chairwoman Williams motioned to adopt Resolution 2016-7-13-3 changing the title of Anne Prince from Operations Manager to Senior Operations Manager and increasing her annual salary to $61,667 which increase shall be retroactive to the first anniversary of her start date. Commissioner McCants seconded the motion. The motion carried forth as follows:

Roll Call Vote:	Commissioner DeMarino	Yes
	Commissioner Harvey	Yes
	Commissioner McCants	Yes
	Vice Chairman McKenzie	Absent
	Commissioner Mesolella	Yes
	Commissioner Tom	Yes
	Chairwoman Williams	Yes

At 8:03 P.M., Commissioner McCants motioned to adjourn the meeting. Chairwoman Williams seconded the motion. The motion was unanimously approved by all Commissioners present.

The meeting adjourned at 8:03 P.M.