

**Newton Parking Authority Meeting  
June 1, 2017 – Minutes**

**Roll Call** – meeting called to order at 8:54 a.m. by Chairman Edwards.

**Present:** Mr. Ciaravolo, Mr. Dudes, Mr. Mitchell, Mr. Leone (8:56 a.m.),  
Chairman Edwards

**Also Present:** Thomas S. Russo, Jr., Newton Town Manager/PA Secretary  
Linda Roth, Tax Collector  
Gary Govier, Parking Enforcement Attendant

**Open Public Meetings Act Statement** – read by Chairman Edwards.

**Approval of Minutes**

Motion to approve April 6, 2017 regular meeting minutes with changes as per Mr. Ciaravolo, by Mr. Mitchell, seconded by Mr. Ciaravolo. Approved 5-0.

**Financial Reports**

Motion to approve March 31, 2017 and April 30, 2017 Treasurer Reports, as presented, by Mr. Ciaravolo, seconded by Mr. Mitchell. Approved 5-0.

**Old Business**

- a) Mr. Russo read a memo from Susannah Henschel of RPM Development Group regarding the Newton Town Centre Project.

**New Business**

- a) Resolution C-2017 – Certification of Annual Audit. Motion to approve by Mr. Mitchell, seconded by Dudes. Approved 5-0.

**WHEREAS**, N.J.S.A. 40A:5A-15 requires the Governing Body of each local authority to cause and annual audit of its accounts to be made; and

**WHEREAS**, the annual audit report for the fiscal year ended December 31, 2016 has been completed and filed with the Director of the Division of Local Government Services pursuant to N.J.S.A. 40A:5A-15; and

**WHEREAS**, N.J.S.A. 40A:5A-17 requires the Governing Body of each Authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board; and

**WHEREAS**, the members of the Governing Body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations" in accordance with N.J.S.A.40A:5A17;

**NOW, THEREFORE BE IT RESOLVED**, that the Governing Body of the Town of Newton Parking Authority hereby certifies to the Local Finance Board of the State of New Jersey that each Governing Body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2016, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by Group Affidavit in the form prescribed by the Local Finance Board;

**BE IT FURTHER RESOLVED** that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid Group Affidavit, accompanied by a certified true copy of this resolution.

- b) Review of HPA report on Moran Street – Mr. Ciaravolo suggested a “Wrong Way” sign further up Moran Street before people get to Spring Street illegally.
- c) Review of Purchase Ledgers for Parking Passes – March and April 2017 – no discussion.

**Approval of Bills**

Motion to approve bills items **a-h** as presented, made by Mr. Mitchell, seconded by Mr. Ciaravolo. Approved 5-0.

a.	Town of Newton Current Account _____	\$10,000.00
b.	Direct Energy Business, Inc. _____	\$119.64
c.	JCP&L _____	\$307.32
d.	Staples Business Advantage _____	\$103.13
e.	Direct Energy Business Inc. _____	117.83
f.	Ferraili, Cerullo & Cuva _____	2,260.00
g.	Home Depot, Inc. _____	98.62
h.	JCP&L _____	32.74
i.		

**Public to be Heard**

Mr. Govier provided an update from his perspective as Parking Enforcement Attendant.

Ms. Roth announced that she is leaving Newton on June 9<sup>th</sup> and starting as Tax Collector/Treasurer/Utility Collector in Randolph Township on June 12<sup>th</sup>.

Motion to Adjourn by Mr. Mitchell, seconded by Mr. Dudes. Approved 5-0.

**ADJOURNED AT 9:23 a.m.**

**Next meeting is September 7, 2017 at 8:45 a.m.**

**Respectfully submitted,**

*Thomas S. Russo, Jr.*

**/s/ THOMAS S. RUSSO, JR., TOWN MANAGER/PA SECRETARY**