

**Newton Parking Authority Meeting  
April 5, 2018 – Minutes**

**Roll Call** – meeting called to order at 8:55 a.m. by Chairman Edwards.

**Present:** Chairman Edwards, Mr. Mitchell, Mr. Dudes, Mr. Ciaravolo, Pastor Leone

**Also Present:** Terri Oswin, Deputy Municipal Clerk/PA Secretary's Assistant  
Theresa Schlosser, Tax Collector

**Absent:** Thomas S. Russo, Jr., Newton Town Manager/PA Secretary

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

**Approval of Minutes**

Motion to approve February 1, 2018 regular meeting minutes was made by Mr. Leone, seconded by Mr. Ciaravolo. Approved 5-0.

**Financial Reports**

Motion to approve January 30, 2018 and February 28, 2018 Treasurer Reports as presented, by Mr. Ciaravolo, seconded by Mr. Leone. Approved 5-0.

**Old Business**

None.

**New Business**

- a) **Resolution B-2018 – Resolution Regarding a Lottery for Parking Spaces Newton Town Centre.**  
Before a motion was made, Mr. Ciaravolo asked if the topic could be discussed further.

Mr. Ciaravolo started by expressing his concerns with the lottery being offered to merchants in the Historic District and he thinks it would be better if the spots available in the Newton Town Centre garage were available to the general public. He went on further to state the merchants currently are abusing the one-hour parking on Spring Street by parking on the street and moving their vehicles every hour and not buying passes.

Ms. Oswin expressed the Town's concerns with safety of having the lot open to the public. She went on further to explain if spots are not assigned, patrons will drive into the garage looking for a parking spot and if none are available, they will have to back out. It could cause problems. Ms. Oswin also reiterated as part of the contract with RPM the Parking Authority is not allowed to charge for the parking in the designated spots.

A long discussion ensued regarding the matter. Switching the allotted spots to the lot located at 50 Spring Street (18 spots) and the remaining outside the Newton Town Centre building was reviewed and the majority of the members were not in favor of that option.

Mr. Leone questioned if we could renegotiate the financial deal with RPM. He would not be opposed to renegotiating and exploring other options. Mr. Leone questioned how much revenue we receive from the Adams and Central lots. One of the ideas Mr. Leone brought forth was to have RPM pay the average revenue received from the Central and Adams lots and making the lots free. Then market "Free Parking" in the Downtown. Ms. Oswin reviewed the revenue and advised the revenue for the meter machines is about \$6,000 for Central and \$1,700 for Adams, however the revenue from parking passes sold for 2017 was \$53,625.00 in which the pass holder can park in any spot. All agreed this would probably not be something RPM would be willing to entertain.

Mr. Dudes stated he believes the raffle will control the parking situation in the garage. He feels having it open to the public will create a safety concern. He went on to say the Parking Authority has done a lot for the merchants they need to work together and monitor themselves with regards to those abusing the parking. We can try it this way for a year and revisit if it doesn't work out. Mr. Dudes apologize, but he stated he had to leave for another appointment.

Mr. Dudes left at 9:40am.

The discussion continued with the members bringing forth the matter of the lottery being available to annual pass holders. Ms. Oswin read an excerpt from the February minutes in which it states *“Consensus of the Parking Authority members present was to raffle off the NPA spaces to people who fall into either of the following categories: merchants who have a business in the Historic District or any individual (does not have to be a merchant) who purchases an annual parking pass.”* The resolution was drafted from their direction. After more discussion Mr. Leone moved to adopted Resolution B-2018 with the removal of the reference to “annual pass holders” and it be only available to merchants. Mr. Mitchell seconded it. Roll call vote: Leone – Yes, Mitchell – Yes, Edwards – Yes, Ciaravolo – No, Dudes – Absent.

**WHEREAS**, Newton Town Centre Urban Renewal Associates, L.P. (“Newton Town Centre”) has constructed a mixed-use residential building, including commercial/retail space, a community center, 65 age-restricted affordable residential apartments, and a parking garage at Block 8.05, Lots 4, 7, 8 and 9 in the Town of Newton; and

**WHEREAS**, the Parking Authority of the Town of Newton (“Parking Authority”) entered into a lease agreement with Newton Town Centre for Block 8.05, Lots 8 and 9, whereby 27 parking spaces within the parking garage are to be made available to the Town of Newton for its use; and

**WHEREAS**, the Parking Authority desires to annually assign 25 parking spaces (23 regular and 2 handicapped) within the Newton Town Centre parking garage for the use of Historic District merchants, as determined by a lottery drawing, with the other two (2) Parking Authority controlled spaces to be designated for the Newton Town Manager and Newton Recreation Supervisor or their respective designees; and

**WHEREAS**, the utilization of the 25 parking spaces (23 regular and 2 handicapped) shall be determined at the discretion of the Parking Authority via a lottery system from among all merchants within the Historic District of the Town who indicate a desire to be eligible for the lottery; and

**WHEREAS**, the 25 parking spaces (23 regular and 2 handicapped) granted from the lottery to Historic District merchants shall be valid for one calendar year beginning on January 1<sup>st</sup> and ending on December 31<sup>st</sup> each year; and

**WHEREAS**, the lottery winners of the 25 parking spaces (23 regular and 2 handicapped) will receive a decal or hangtag pass from the Town of Newton to place on their vehicle to be able to utilize their non-transferrable space, which shall be at no additional cost;

**NOW, THEREFORE BE IT RESOLVED**, by the Town of Newton Parking Authority, that an annual lottery for 25 parking spaces (23 regular and 2 handicapped) in the Newton Town Centre parking garage be assigned via a lottery drawing conducted by the Newton Town Manager/Parking Authority Secretary, on a date to be determined, among eligible interested Newton Historic District merchants; and

**BE IT FURTHER RESOLVED**, that the Town of Newton Parking Authority Parking Enforcement Officers/Attendants shall be responsible for the enforcement of the aforementioned 25 spaces (23 regular and 2 handicapped) along with their existing duties and responsibilities as proscribed by the Newton Town Manager/Parking Authority Secretary or his designee.

- b) Harold E. Pellow & Assoc. Inc. – Spring Street Parking Analysis – Ms. Oswin advised Harold Pellow will be at the May 14th Town Council to give his report on the review of parking on upper and lower Spring Street areas to see if additional parking spaces can be created and the possibility of removing the meters from lower Spring Street. Mr. Edwards questioned who was paying for this analysis. Ms. Oswin explained the cost was to be split between the Town and the Parking Authority. The Parking Authority portion is on this meetings bill list. Mr. Edwards stated he did not want the Parking Authority paying for this. The Town Council requested the analysis.
- c) Review of Purchase Ledgers for Parking Passes – January & February 2018 – motion by Mr. Mitchell, seconded by Mr. Leone. All approved 4-0.

**Approval of Bills**

Motion to approve bills items a-j as presented, made by Mr. Edwards with the exception f. Harold E. Pellow & Associates, Inc. for \$2,500.00, seconded by Mr. Leone. Approved 4-0

a. Direct Energy Business, Inc. _____	\$172.92
b. FireFighter One, LLC _____	\$541.92
c. Home Depot, Inc. _____	\$11.45
d. JCP&L _____	\$525.47
e. Verizon Wireless, Inc. _____	\$76.02
f. Harold E. Pellow & Associates, Inc. _____	\$2,500.00
g. Direct Energy, Inc. _____	\$105.67
h. Home Depot, Inc. _____	\$29.97
i. JCP&L _____	\$246.80
j. Verizon Wireless, Inc. _____	\$76.02

**Public to be Heard**

None.

**Discussion**

Mr. Ciaravolo stated he feels we are rewarding the merchants by providing them with the free parking and believes the Parking Authority should take a hard stand against the merchants. He went on to say in the past merchants complained to Mr. Russo and he would change things. Ms. Oswin explained Mr. Russo goes under the direction of the Town Council and any changes made from complaints received were handed down and through action of the Governing Body. Mr. Leone said as a Parking Authority, our concern is the parking in Town and the merchants need to step up and “police their own”, we cannot help run their businesses.

Motion to Adjourn by Mr. Mitchell, seconded by Mr. Leone. Approved 4-0.

**ADJOURNED AT 9:50 a.m.**

**Next meeting is June 7, 2018 at 8:45 a.m.**

**Respectfully submitted,**



**TERESA OSWIN, DEPUTY MUNICIPAL CLERK/PA SECRETARY ASSISTANT**