

**Newton Parking Authority Meeting  
June 7, 2018 – Minutes**

**Roll Call** – meeting called to order at 8:55 a.m. by Mr. Leone and Mr. Russo.

**Present:** Mr. Dudes, Mr. Ciaravolo, Mr. Leone

**Also Present:** Thomas S. Russo, Jr., Newton Town Manager/PA Secretary  
Theresa Schlosser, Tax Collector  
Gary Govier, Parking Enforcement Attendant (@ 9:02 a.m.)  
Chairman Edwards (@ 9:25 a.m.)

**Absent:** Mr. Mitchell

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

**Approval of Minutes**

Motion to approve April 5, 2018 Minutes as presented, by Mr. Leone, seconded by Mr. Ciaravolo.  
Approved 3-0.

**Financial Reports**

Motion to approve March 31, 2018 and April 30, 2018 Treasurer Reports, as presented, by Mr. Ciaravolo, seconded by Mr. Leone. Approved 3-0.

**Old Business**

**New Business**

- a) Resolution C-2018 – Authorize the Certification of the Annual Audit. Motion to approve by Mr. Dudes, seconded by Mr. Ciaravolo. Approved 4-0.

*" Certification of the 2017 Annual Audit for the Town of Newton Parking Authority"*

**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, 2017 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, 2017, 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 Purchase Ledgers for Parking Passes – March & April 2018 – no discussion.

**Approval of Bills**

Motion to approve bills items a-j as presented, made by Mr. Ciaravolo, seconded by Mr. Dudes.  
Approved 4-0.

a.	Town of Newton Current Account _____	\$10,000.00
b.	Direct Energy Business, Inc. _____	\$114.38
c.	Home Depot, Inc. _____	\$46.08
d.	JCP&L _____	\$361.16
e.	Verizon Wireless, Inc. _____	\$76.02
f.	Direct Energy Business, Inc. _____	\$10.28
g.	JCP&L _____	\$308.20
h.	Minisink Press, Inc. _____	\$435.00
i.	Statewide Insurance Fund _____	\$11,700.00
j.	Verizon Wireless, Inc. _____	\$76.02

**Public to be Heard**

None.

**Discussion**

1. Mr. Ciaravolo described the new Beautification partnership between the GNCC and Town of Newton. There are currently five (5) companies/organizations participating: Kudzu, SB One Bank, Gravity Designworks, Bears Landscaping, and Barn Hill.
2. Mr. Govier mentioned that Weights and Measures will be here next week to look at the meters.
3. Mr. Ciaravolo discussed the challenges with merchants parking in the 1-hour spaces on Spring Street.
4. Mr. Russo mentioned the recent analysis performed by Harold Pellow, Town Engineer, which resulted in an additional six (6) spaces being found on Spring Street and Lower Spring Street for public utilization.
5. Mr. Russo also mentioned historic district merchants will receive an email from the Town asking them to participate in the parking space lottery underneath the RPM Newton Town Centre building in June with spaces being allocated starting sometime in July.

Motion to Adjourn by Mr. Dudes, seconded by Mr. Ciaravolo. Approved 3-0.

**ADJOURNED AT 9:32 a.m.**

**Next meeting is September 6, 2018 at 8:45 a.m.**

**Respectfully submitted,**

*Thomas S. Russo, Jr.*

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