

**Newton Parking Authority Meeting  
April 4, 2019 – Minutes**

**Roll Call** – meeting called to order at 8:56 a.m. by Chairman Edwards

**Present:** Chairman Edwards, Mr. Mitchell, Mr. Leone

**Also Present:** Thomas S. Russo, Jr., Newton Town Manager/PA Secretary  
Theresa Schlosser, Tax Collector/Finance Office  
Kimberly Williams, Community Development Director  
Jessica Caldwell, J. Caldwell & Associates, Town Planner

**Excused:** Gary Govier, Parking Enforcement Officer

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

**Approval of Minutes**

Motion to approve March 7, 2019 Minutes as presented, by Mr. Leone, seconded by Mr. Mitchell.  
Approved 3-0.

**Financial Reports**

Motion to approve January and February 2019 Treasurer's Reports, as presented, by Mr. Mitchell, seconded by Mr. Leone. Approved 3-0.

**Old Business**

None.

**New Business**

- a) Resolution B-2019 – Certification of Annual Audit. Motion to approve by Mr. Leone, seconded by Mr. Mitchell.  
Approved 3-0.

***“Certification of the 2018 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, 2018 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, 2018, 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) Correspondence Received – Resignation of Jim Ciaravolo. Noted for record.  
c) Review of Purchase Ledgers for Parking Passes – January and February 2019. No comments.

**Approval of Bills**

Motion to approve bills items a-j as presented, made by Mr. Mitchell, seconded by Mr. Leone.

Approved 3-0.

a.	Direct Energy Business, Inc. _____	\$187.67
b.	Home Depot, Inc. _____	\$29.96
c.	J. Caldwell & Associates, Inc. _____	\$1,832.50
d.	JCP&L _____	\$493.42
e.	Staples Business Advantage, Inc. _____	\$14.99
f.	Verizon Wireless, Inc. _____	\$76.02
g.	Direct Energy Business, Inc. _____	\$172.06
h.	Home Depot, Inc. _____	\$13.98
i.	JCP&L _____	\$300.99
j.	Verizon Wireless, Inc. _____	\$76.02

**Public to be Heard**

None.

**Executive Session**

a) Resolution C-2019 – Real Property Acquisition. Motion to approve by Mr. Leone, seconded by Mr. Mitchell. Approved 3-0. Time: 9:08 a.m.

**“A Resolution Providing for a Meeting Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12”**

**WHEREAS**, the Newton Parking Authority is subject to certain requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6, et seq.; and

**WHEREAS**, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specific purposes when authorized by Resolution; and

**WHEREAS**, it is necessary for the Newton Parking Authority to discuss in a session not open to the public certain matters relating to the item authorized by N.J.S.A. 10:4-12b and designated below:

- i. Attorney Client Privilege – Real Property Acquisition

**NOW, THEREFORE, BE IT RESOLVED**, by Newton Parking Authority, assembled in public session on April 4, 2019, that an Executive Session closed to the public shall be held on April 4, 2019 at \_\_\_\_\_ in the Town of Newton Municipal Building, 39 Trinity Street, Newton, NJ, for the discussion of matters relating to the specific item designated above.

It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Newton Parking Authority that the public interest will no longer be served by such confidentiality.

Discussion ensued on potential acquisition of various parcels in Town. Motion to come out of Executive Session at 9:33 a.m. Motion to approve by Mr. Leone, seconded by Mr. Mitchell. Approved 3-0.

Motion to Adjourn by Mr. Leone, seconded by Mr. Mitchell. Approved 3-0.

**ADJOURNED AT 9:35 a.m.**

**Next meeting is June 6, 2019 at 8:45 a.m.**

**Respectfully submitted,**

*Thomas S. Russo, Jr.*

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