

Hackettstown Parking Authority

Meeting Minutes

June 5, 2017

Open Meeting

The motion was made at 6:00PM by Bill Kuster to open the meeting. The following board members were present; Keith DeTombeur, Christine LaBadie, Bill Kuster, Art Sheldon and Kathleen Block, Treasurer/Secretary.

Bill read the Public Meetings Act/Statement of Compliance.

The board saluted the flag.

Acknowledgement of Public and/or Guest.

Audit

All reviewed the Audit for 2016. Art made the motion the board sign the group affidavit form. Christine seconded. All were in favor. Kathy will file the signed affidavit with the Bureau of Financial Regulation and Assistance/Division of Local Governments.

Approval of Minutes

Art made a motion to approve the May 1, 2017 Meeting Minutes. Bill seconded. All were in favor.

Approval of Treasurer Report

The board reviewed the May 2017 Treasurer Report. Art made a motion to approve. Christine seconded. All were in favor.

Correspondence

A letter was sent for lease renewal regarding Lot 2. The Parking Authority has not yet received a response. Bill stated we can wait for a response and discuss next meeting.

The board reviewed the BID's updated letter requesting additional Marquee events/dates for free parking. Art made a motion to approve, however the dates for Hometown Holiday Shopping should be December 1, 2017 to January 2, 2018. Also, during that time Lot 3 will be closed and Lot 2 is not included. Christine seconded. All were in favor. Kathy will notify the BID.

Old Business

The board reviewed the parking permit rates and compared rates to other towns. The board agreed our rates are appropriate.

Chairman Report

Bill let the board know DPW will maintain and trim the grass around the meters on Church St.

Committee Reports

Keith mentioned the meter men may be seen later on Thursdays and Fridays. Kathy said they work a bit longer to enforce quarters in the meters until 6PM.

Keith said Walt mentioned there are blinking meters. Kathy said Walt is planning on sending them to Meter Products so that they can be fixed or refurbished.

Keith mentioned Walt said the dumpsters in Lot 1 are not being put back next to the buildings. Bill asked Kathy to speak with Walt about it. Perhaps a phone call or letter to Sanico may be needed.

Executive Session

Bill made a motion to adjourn the meeting at 6:18PM. Keith seconded. All were in Favor.

The next HPA Board meeting will be July 10, 2017.

Respectfully Submitted,

Kathleen Block
Secretary/Treasurer