

**Trenton Parking Authority**

**December 8, 2016**

16 E. Hanover St.

Trenton, NJ 08608

Chairman Worek called the meeting to order at 5:07 pm by reading The Open Public Meeting Act.

**In Attendance:** Chairman Andrew Worek, Commissioners William Watson, Harry Reyes, Melody Freeman, Anne LaBate and Perry Shaw

**Absent:** Commissioner Scott Rice

**Staff:** Patrice Harrison; Office Manager  
Will Harrington, Operational Supervisor  
Phil Jackson, Operational Supervisor

**Legal Counsel:** Len Bier; Bier Associates

**Council Liaison:** Councilwoman Marge Caldwell-Wilson

**Owners Representative:** Lou Garlatti; Albert Garlatti Construction

**Guests:** Warren Broudy and Matt Daly; Mercadien PC

**Approval of Minutes from October 27, 2016:**

Chairman Worek asked the Commissioners if they reviewed the October 27, 2016 minutes, if so, do they have any questions or comments. With there being no questions or comments, Commissioner Watson motioned to approve the October minutes, Chairman Worek seconded the motion. The motion was unanimously approved.

**October Reports:**

Chairman Worek asked the Commissioners if there were any questions or comments concerning the October financial and expense reports. With there being none Commissioner Reyes motioned to approve the October financial reports, seconded by Commissioner Watson. The October financial reports were unanimously approved.

**November Reports:**

Chairman Worek asked the Commissioners if there were any questions or comments concerning the November financial and expense reports. With there being none Commissioner Watson motioned to approve the November financial reports, seconded by Chairman Worek. The November financial reports were unanimously approved.

**October Expense Checks:**

Chairman Worek asked the Commissioners if there were any questions or comments concerning the October expense checks. Commissioner Watson informed the board he was returning the checks for the NJLM registration fee of \$65.00 and the convention expense check of \$150.00 to be voided out due to fees and expenses were paid by a third party. Patrice Harrison will void checks and show changes on the expense list. With there being no other questions or concerns, Chairman Worek motioned to approve the October expense checks with said changes, seconded by Commissioner Reyes. The October expense checks with said changes were unanimously approved.

**November Expense Checks:**

Chairman Worek asked the Commissioners if there were any questions or comments concerning the November expense checks. With there being none, Commissioner Reyes motioned to approve the November expense checks, seconded by Commissioner Watson. The November expense checks were unanimously approved.

Chairman Worek asked Warren Broudy from Mercadien to please address the board with his question. Broudy asked for an update on the PSE&G Agreement for the financials. Len Bier explained that PSE&G and TPA will be having a meeting to have at least an initial discussion before putting anything in writing.

**Broad and Front Garage:**

- Lou Garlatti asked the board to approve the quote from Sealcrete Construction to secure the Broad and Front St. Garage and repair the sidewalk bricks, cost \$13,000.00. Chairman Worek motioned to approve Sealcrete

Construction's quote of \$13,000 for securing Broad and Front Garage and repairing the sidewalk bricks, seconded by Commissioner Reyes. Unanimously approved.

- The water and electric need to be shut in the Garage and office space. Lou Garlatti will file any needed paperwork.

**Liberty Commons Garage:**

- Len Bier will ask Tim Haahs to write a letter certifying that the door in question is not needed as a fire exit.

**Merchant St. Lot:**

- Nothing to report

**Lafayette Garage:**

- Nothing to report

**Warren St. Garage:**

- Lou Garlatti explained the full budget for Warren St project was used toward addition work.
- The project is complete and approved.
- Lou Garlatti received several quotes for the Warren St. elevator repair. The board approved Lou Garlatti to award the elevator repairs not to exceed \$32,606.91 to the qualified company that quotes the lowest rates. Garlatti will inform the board as needed.
- Tim Haahs gave proposals for the restoration services for Liberty Commons & Warren St Garages, the cost for Liberty Commons Garage is \$7,200 and the cost for Warren St. Garage will be \$8,500. Commissioner Watson motioned to approve the proposals for the restoration services for Liberty Commons & Warren St Garages, seconded by Chairman Worek. Unanimously approved.
- Tim Haahs will be putting together elevator replacements bid packages for at Warren St. Garage.

**Elks Lot:**

- Len Bier will be preparing a short list of what is needed for the easement.
- Len Bier suggested inviting Steve Mania; Vtihq to our next board meeting to discuss their request.

**Personnel Committee:**

Commissioner LaBate stated the committee is down to two individuals they will be setting up interviews with. Will keep the board informed.

**Snow Removal:**

Len Bier and Patrice Harrison will be preparing the Snow Bid package.

**2015/16 Budget Amendment:**

Chairman Worek asked for a motion to have Rahl Associates amend the 2015/16 Budget. Commissioner Watson motioned to have Rahl Associates amend the 2015/16 Budget, seconded by Commissioner Reyes. Unanimously approved.

Chairman Worek motioned to enter into an Executive Session to discuss personnel matters, seconded by Commissioner Watson. Board entered into Executive Session at 5:37 pm.

Vice Chairman Watson motioned to adjourn the Executive Session at 5:44 pm, seconded by Commissioner LaBate.

The board reentered into the regular monthly meeting at 5:44 pm.

**Adjournment:**

Chairman Worek asked if there was further business. With being none, Commissioner Watson motioned to adjourn, seconded by Chairman Worek. Commissioners unanimously approved adjournment of the meeting.

**Meeting adjourned at 6:02 pm.**

Patrice Harrison  
Board Secretary