



Parking Authority

**Agenda
New Brunswick Parking Authority
January 25, 2023**

- A. Call to Order
- B. Reading of Public Notice
- C. Executive Director's Report
- D. Financial Report
- E. Legal Report
- F. Public Comment
- G. Board Discussion
- H. Resolutions
 - 1. Payment Resolution for January 2023
 - 2. Resolution Approving Demolition Services by Two Brothers Contracting, Inc.
- I. Old Business
- J. New Business
- K. Closed Session
 - 1. Personnel
- L. Open Session
- M. Adjournment

**Minutes of a Regular Board Meeting
January 25, 2023**

A regular meeting of the New Brunswick Parking Authority was held on January 25, 2023, in the conference room of the New Brunswick Parking Authority, located at 106 Somerset Street, New Brunswick, New Jersey. Chairman Kevin McTernan called the meeting to order at 5:21 p.m.

Mr. Kennedy read the public statement of meeting on adequate notice as required by P. L. 1975.

Commissioners in Attendance:	Kevin McTernan	Chairman
	Tony Caputo	Vice Chairman (via telephone)
	Andrea Eato-White	Secretary
	Maria Soto	Treasurer

Legal in Attendance:	Aaron Rainone	General Counsel
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NBPA Personnel in Attendance:	Matthew Kennedy	Executive Director
	Bright Rajaratnam	Chief Financial Officer
	Alexandra Perez	Human Resources Manager

Executive Director's Report

Mr. Kennedy stated that it was an honor to work with Mr. Edwin Keefe, remarking that Mr. Keefe was very faithful to the parking authority and also served on the City of New Brunswick Traffic Commission. Mr. Kennedy recounted how Mr. Keefe would warmly greet him each time they met, asking of his wife and children by saying, "How's the wife? How's the swimmer? How's the runner?"

Finance

Mr. Rajaratnam reported that the state released the OPEB report, facilitating the next step in the completion of the NBPA's 2021 audit.

Legal

No legal to report.

Public Comment

A member of the public welcomed new commissioner Maria Soto and thanked her for her service. A member of the public expressed condolences on the loss of longtime commissioner Edwin Keefe. A member of the public asked how much debt the NBPA had and how much it was forecast to have about January 2024. Mr. Rajaratnam stated that the NBPA had \$219,400,000 in bonds payable and that next year it would go down by a \$10 million principal payment. A member of the public asked for an update on the former supermarket space at Wellness Plaza, including when the county would start paying rent. Mr. McTernan stated that a resolution was on the meeting agenda to start the demolition of that space so that the county could begin its renovation and begin paying rent.

Resolutions

On motion of Mr. McTernan, seconded by Ms. Eato-White, the board approved the Payment Resolution for January 2023. Vote: 4 - yes, 0 - no, 0 - abstain, 0 - absent.

On motion of Ms. Eato-White, seconded by Mr. McTernan, the board approved the Resolution Approving Demolition Services by Two Brothers Contracting, Inc. Vote: 4 - yes, 0 - no, 0 - abstain, 0 - absent.

Old Business

No old business.

New Business

No new business.

Closed Session


On motion of Ms. Eato-White, seconded by Ms. Soto, the board retired to closed session at 5:30 p.m. to discuss a personnel topic. Vote: 4 - yes, 0 - no, 0 - abstain, 0 - absent.

Open Session

On motion of Ms. Eato-White, seconded by Mr. McTernan, the board returned to open session at 5:43 p.m. Vote: 4 - yes, 0 - no, 0 - abstain, 0 - absent.

Adjournment

On motion of Ms. Eato-White, seconded by Mr. McTernan, the board adjourned at 5:44 p.m. Vote: 4 - yes, 0 - no, 0 - abstain, 0 - absent.



Andrea Eato-White
Secretary

The Parking Authority of the City of New Brunswick January 2023 Resolution of Operating Expenditures

The estimated revenue operating fund expenditures, which are noted below, carry us through the next payment resolution. The following figures are for the period ending March 22, 2023.

Payroll Estimate	02/01/2023	90,000.00
Payroll Estimate	02/15/2023	90,000.00
Payroll Estimate	03/01/2023	90,000.00
Payroll Estimate	03/15/2023	90,000.00
Pension Estimate - January	02/07/2023	18,800.00
Health Estimate - February	02/14/2023	87,000.00
Pension Estimate - February	03/07/2023	18,800.00
Health Estimate - March	03/14/2023	87,000.00
 Prior Month Estimate		 (326,000.00)
 Total Disbursements		 927,298.89
 Total Resolution Amount		 <u>1,172,898.89</u>

K. McGe

Andrew (W) - Nelson

Marie A. Seb

The Parking Authority of the City of New Brunswick January 2023 Resolution of Operating Expenditures

The following expenditures are necessary for the Authority operations
and are provided for within the annual budget then applicable:

CHECKS	VENDOR NAME	DATE	AMOUNT
WIRE	PAYROLL 12/23/22	21-12-2022	96,856.67
WIRE	FSA 12/23/22	21-12-2022	390.94
WIRE	PENSION - DECEMBER 2022	28-12-2022	19,232.41
WIRE	PAYROLL 01/06/23	04-01-2023	91,333.26
WIRE	PAYROLL 01/06/23	04-01-2023	593.66
WIRE	FSA 01/06/23	04-01-2023	390.94
WIRE	HEALTH - JAN. 2023	13-01-2023	82,637.55
WIRE	HEALTH - JAN. 2023	13-01-2023	12,337.26
WIRE	PAYROLL 01/20/23	18-01-2023	100,983.03
WIRE	FSA 01/20/23	18-01-2023	347.48
78614	THE RESTURANT GUYS RADIO	12/27/2022	2,500.00
78615	AGUNBIADE AYOMIDE NATHANEL	01/09/2023	5.00
78616	ALAN ZUCKER	01/09/2023	14.00
78617	FARHAN CHHIPA	01/09/2023	5.00
78618	CONCEPCION SALDANA-ACEVEDO	01/09/2023	164.90
78619	COSTELLOS ACE HARDWARE	01/09/2023	115.57
78620	ADVANZA TECHNOLOGIES INC	01/09/2023	1,317.90
78621	ALLIED FIRE & SAFETY	01/09/2023	1,896.00
78622	BEST CLEANING	01/09/2023	8,531.66
78623	LEONARD BIER	01/09/2023	615.60
78624	RICHARD BONILLA	01/09/2023	170.00
78625	BRUNSWICK URGENT CARE PA	01/09/2023	195.00
78626	ALIESHA BRYANT	01/09/2023	85.00
78627	OPTIMUM	01/09/2023	782.57
78628	CENTRAL JERSEY PROPERTY	01/09/2023	3,025.00
78629	CINTAS CORP LOC 062	01/09/2023	317.26
78630	CIRCLE JANITORIAL SUPPLIES	01/09/2023	1,242.45
78631	CITY OF NEW BRUNSWICK	01/09/2023	480.28
78632	CITY OF NEW BRUNSWICK	01/09/2023	53.00
78633	CITY OF NEW BRUNSWICK	01/09/2023	87,483.33
78634	CITY OF NEW BRUNSWICK	01/09/2023	126.39
78635	LARRY CURRENCE JR	01/09/2023	180.00
78636	EDWARD DAECH	01/09/2023	160.00
78637	ARIANNA DEMAIIO	01/09/2023	170.00
78638	MICHAEL DE TERESA	01/09/2023	165.00
78639	JACK DIMARCO	01/09/2023	155.00
78640	KRISZTINA DOZSA	01/09/2023	247.50
78641	EASTERN ARMORED SERVICES INC	01/09/2023	2,253.00
78642	J.C. EHRLICH CO., INC.	01/09/2023	149.04
78643	FAST FIRE & SECURITY TECH	01/09/2023	652.00
78644	LAWRENCE FELTZ	01/09/2023	170.00
78645	NICHOLAS FERRANDINO	01/09/2023	180.00
78646	F&G MECHANICAL	01/09/2023	961.33

The Parking Authority of the City of New Brunswick January 2023 Resolution of Operating Expenditures

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CHECKS	VENDOR NAME	DATE	AMOUNT
78647	NEW JERSEY FAMILY SUPPORT	01/09/2023	250.00
78648	JOHN WALLING-COURT OFFICER	01/09/2023	134.80
78649	GSRP PROJECT HOLDINGS I, LLC	01/09/2023	1,945.88
78650	HICKS COMMUNICATIONS INC	01/09/2023	4,750.00
78651	HOME DEPOT CREDIT SERVICES	01/09/2023	302.75
78652	HUB PARKING	01/09/2023	10,372.72
78653	HUNTER BUSINESS SYSTEMS	01/09/2023	149.50
78654	INTERSTATE WASTE SERVICES	01/09/2023	2,239.04
78655	IPS GROUP INC.	01/09/2023	6,117.05
78656	JOHNSON CONTROLS	01/09/2023	935.04
78657	KAMILA KALDON	01/09/2023	155.00
78658	YESEUL KANG	01/09/2023	155.00
78659	MORGAN KANIA	01/09/2023	155.00
78660	MANISHA KOHLI	01/09/2023	155.00
78661	HELEN KOLIAS	01/09/2023	170.10
78662	BAIYAN LIAO	01/09/2023	155.00
78663	ANGIE MEJIA	01/09/2023	155.00
78664	METLIFE SBC	01/09/2023	2,418.19
78665	METLIFE	01/09/2023	355.00
78666	RAINONE COUGHLIN MINCHELLO LLC	01/09/2023	12,853.00
78667	MODERN GROUP LTD	01/09/2023	3,902.32
78668	SUPERIOR VISION OF NJ INC	01/09/2023	236.10
78669	VERIZON	01/09/2023	824.32
78670	NJ ADVANCE MEDIA	01/09/2023	25.74
78671	NJ MOTOR VEHICLE COMMISSION	01/09/2023	34.00
78672	NJ MOTOR VEHICLE COMMISSION	01/09/2023	116.50
78673	MILLIONCLIX	01/09/2023	6,695.00
78674	PARTS AUTHORITY LLC	01/09/2023	1,406.18
78675	PSE&G/WELLNESS ELECTRIC	01/09/2023	8,129.49
78676	PSE&G/WELLNESS GAS	01/09/2023	98.47
78677	PSE&G	01/09/2023	33,793.70
78678	PSE&G	01/09/2023	2,200.45
78679	PSE&G	01/09/2023	2,256.64
78680	PSE&G/ OLD FRESH GROCERY GAS	01/09/2023	250.14
78681	RUTGERS UNIVERSITY	01/09/2023	4,006.56
78682	RUTGERS STATE OF NJ	01/09/2023	5,195.72
78683	SAPTARSHI SARKAR	01/09/2023	180.00
78684	CHANDRALEKA SHIRUPALLI	01/09/2023	165.00
78685	RUIYUAN SUN	01/09/2023	155.00
78686	JAMES KELLY-COURT OFFICER	01/09/2023	120.00
78687	SWIFT ELECTRICAL SUPPLY CO	01/09/2023	347.18
78688	TEAMSTERS LOCAL 4069	01/09/2023	334.00
78689	TRIANGLE FIDELCO INDUST. CTR	01/09/2023	30,093.24

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CHECKS	VENDOR NAME	DATE	AMOUNT
78690	KAITLYNN UHRIG	01/09/2023	310.00
78691	ISAAC VELEZ	01/09/2023	165.00
78692	VERIZON	01/09/2023	425.50
78693	VERIZON CABS	01/09/2023	957.98
78694	VERIZON CABS	01/09/2023	1,012.05
78695	VERIZON CABS	01/09/2023	2,014.44
78696	VERIZON	01/09/2023	36.46
78697	VERIZON/WELLNESS	01/09/2023	431.97
78698	ALESSONDRRA VILLEGAS	01/09/2023	180.00
78699	WB MASON CO INC	01/09/2023	1,112.93
78700	KAITLYN WHITE	01/09/2023	325.00
78701	KAREN XU	01/09/2023	180.00
78702	LICHEN YAN	01/09/2023	330.00
78703	THOMAS YU	01/09/2023	155.00
78704	GIOVANNA URBINA	01/25/2023	10.00
78705	SUNG KIM	01/25/2023	38.01
78706	DINA KORMONDY	01/25/2023	12.00
78707	ERIKA HANDLER	01/25/2023	25.00
78708	JOSEPHINE RIGGI	01/25/2023	6.00
78709	TANIA MOLINA PAREDES	01/25/2023	75.00
78710	CONCEPCION SALDANA-ACEVEDO	01/25/2023	159.70
78711	COSTELLOS ACE HARDWARE	01/25/2023	43.17
78712	AFLAC	01/25/2023	723.08
78713	BEST CLEANING	01/25/2023	4,591.66
78714	OPTIMUM	01/25/2023	81.19
78715	CABLEVISION LIGHTPATH INC	01/25/2023	2,610.69
78716	MIGUEL CALVO	01/25/2023	340.00
78717	CENTRAL JERSEY PROPERTY	01/25/2023	2,275.00
78718	CLEAN MAT SERVICES LLC	01/25/2023	347.10
78719	CITY OF NEW BRUNSWICK	01/25/2023	14,519.49
78720	CITY OF NEW BRUNSWICK- INSPCTN	01/25/2023	934.00
78721	CITY OF NEW BRUNSWICK	01/25/2023	87,483.33
78722	CITY OF NEW BRUNSWICK	01/25/2023	23,152.41
78723	CITY OF NEW BRUNSWICK (WATER)	01/25/2023	137.76
78724	EASTERN ARMORED SERVICES INC	01/25/2023	2,253.00
78725	RUIYI FANG	01/25/2023	170.00
78726	CONNER FERINO	01/25/2023	165.00
78727	F&G MECHANICAL	01/25/2023	6,541.11
78728	THE FLOWER STATION	01/25/2023	210.00
78729	FOXWOOD SERVICE CENTER	01/25/2023	900.38
78730	GANNETT NJ NEWSPAPERS	01/25/2023	134.50
78731	NEW JERSEY FAMILY SUPPORT	01/25/2023	500.00
78732	JOHN WALLING-COURT OFFICER	01/25/2023	269.60

The Parking Authority of the City of New Brunswick
January 2023 Resolution of Operating Expenditures

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CHECKS	VENDOR NAME	DATE	AMOUNT
78733	GEORGE ST HOLDINGS LLC	01/25/2023	1,270.23
78734	AMY HEUSSINGER	01/25/2023	170.00
78735	HUB PARKING	01/25/2023	10,372.72
78736	INTERSTATE WASTE SERVICES	01/25/2023	690.00
78737	IPS GROUP INC.	01/25/2023	1,200.00
78738	LOIS JEONG	01/25/2023	330.00
78739	KF MECHANICAL HEATING & AIR CO	01/25/2023	13,966.00
78740	DAI LI	01/25/2023	180.00
78741	JUNHONG LU	01/25/2023	510.00
78742	METLIFE	01/25/2023	710.00
78743	SUPERIOR VISION OF NJ INC	01/25/2023	246.48
78744	NJ ADVANCE MEDIA	01/25/2023	25.74
78745	NJ MOTOR VEHICLE COMMISSION	01/25/2023	71.50
78746	OTIS ELEVATOR COMPANY	01/25/2023	12,306.36
78747	JULIA PANTER	01/25/2023	155.00
78748	PARKMOBILE USA INC	01/25/2023	9,900.80
78749	PRIMEPOINT LLC	01/25/2023	1,995.55
78750	PSE&G/WELLNESS GAS	01/25/2023	515.35
78751	PSE&G	01/25/2023	1,000.00
78752	PSE&G	01/25/2023	2,308.90
78753	PSE&G/ OLD FRESH GROCERY GAS	01/25/2023	231.29
78754	QUADIENT FINANCE USA INC	01/25/2023	500.00
78755	QUADIENT FINANCE USA INC	01/25/2023	375.57
78756	RUTGERS UNIVERSITY	01/25/2023	6,746.89
78757	CLAIRE SCHUURMANS	01/25/2023	185.00
78758	MORGAN STANLEY	01/25/2023	10.00
78759	LOU SOFIANAKOS	01/25/2023	170.00
78760	SPECTROTEL	01/25/2023	52.12
78761	STAR QUALITY CLEANERS & TAILOR	01/25/2023	172.25
78762	JAMES KELLY-COURT OFFICER	01/25/2023	240.00
78763	SANTANNAH TISDALE	01/25/2023	170.00
78764	TRIANGLE FIDELCO INDUST. CTR	01/25/2023	30,093.24
78765	VERIZON WIRELESS	01/25/2023	1,444.43
78766	VIGILANT SOLUTIONS LLC	01/25/2023	7,491.67
78767	WB MASON CO INC	01/25/2023	573.99
78768	KEVIN ZHAO	01/25/2023	180.00
78769	RUSSELL PETER ZHU	01/25/2023	232.50

927,298.89

**NEW BRUNSWICK PARKING AUTHORITY
RESOLUTION TO AWARD CONTRACT FOR
WELLNESS PLAZA INTERIOR DEMOLITION**

Whereas, it is deemed necessary and in the best interests of the Commissioners of the Parking Authority of the City of New Brunswick, in the County of Middlesex, upon the basis of public advertisement and competitive bids, to award a contract for interior demolition services of the former supermarket space within Wellness Plaza; and

Whereas, public bids were opened on October 5, 2022 in response to the bid specification of the NBPA; and

Whereas, Two Brothers Contracting, Inc., having an office at 11 Vreeland Avenue, Totowa, NJ 07512, with a bid in the amount of \$662,400.00 (including \$100,000.00 reserve) is the lowest responsive, qualifying bidder for the Wellness Plaza interior demolition project; and

Whereas, Two Brothers Contracting, Inc. provided the New Brunswick Parking Authority with a letter dated December 1, 2022, and on file with the Authority, holding its bid through January 31, 2023; and

Whereas, the Commissioners of the Parking Authority of the City of New Brunswick desire to award a contract for the Wellness Plaza interior demolition project to the lowest responsive bidder.

Now Therefore Be It Resolved, that the New Brunswick Parking Authority award a contract for the Wellness Plaza former supermarket space interior demolition project, as a result of an advertised public bid, pursuant to NJSA 40A:11 et seq. of the Local Public Contract Law of the State of New Jersey, to Two Brothers Contracting, Inc., the lowest responsive bidder for the demolition project.

Be It Further Resolved, that in order to effectuate the objectives of this resolution, the Board of Commissioners of the Parking Authority of the City of New

Brunswick, authorize the Chairman or Executive Director of the Authority to award said contract to Two Brothers Contracting, Inc.

Be It Further Resolved, that said award of contract pursuant to this resolution is contingent upon the NBPA having sufficient funds and the Chief Financial Officer of the Authority certifying that there are sufficient funds budgeted by the Authority for the services.


VOTING RECORD

Dated: January 25, 2023

COMMISSIONERS	<u>4</u> /YES	<u>0</u> /NO	<u>0</u> /ABSTAIN	<u>0</u> /ABSENT
Kevin McTernan	✓			
Anthony Caputo	✓			
Andrea Eato-White	✓			
Maria Soto	✓			

I certify that the above record is an accurate recitation of the votes cast by the Board of Commissioners of the New Brunswick Parking Authority.

Dated: January 25, 2023


Andrea Eato-White, Secretary