

FORT LEE PARKING AUTHORITY
MEETING MINUTES
March 14, 2023 @ 4:00 P.M.

I. Salute to the Flag:

II. Call to Order:

The regular meeting of the Fort Lee Parking Authority scheduled for Tuesday, March 14, 2023 at 4:00 p.m. The meeting was convened at 4:03 p.m. at 231 Main Street 2nd Fl., at the Fort Lee Parking Authority Conference Room as advertised in the Record, Jersey Journal, Municipal Building Bulletin Board, and the Parking Authority Website on December 27, 2022.

III. Statement of Compliance:

Pursuant to the Open Public Meeting Act, Chapter 231, Laws of 1975 noting adequate notice of the meeting has been as follows: “At least 48 hours prior to this meeting to be: A) permanently posted on the board’s officially designated public bulletin board in the Borough Hall, and in the entrance hall of the Parking Authority located at the rear of 309 Main Street, Middle Bldg; B) delivered to The Record, The Jersey Journal and the Board’s official newspaper; C) filed with the Clerk of the Borough of Fort Lee, and; D) mailed to all persons, if any, who have requested said notice, pursuant to section 14 Chapter 231, Laws of 1975”.

IV. Roll Call of Commissioners:

Neil Grant	Present
Michael Klein	Present
Marc Macri	Present
J Richard Radoian	Absent
Patricia Rumi	Present

V. Roll Call of Professionals:

Legal Counsel Neil Marotta, Liaison Harvey Sohmer, Liaison Paul Yoon, and Executive Director Hernani Goncalves.

VI. Public Comment:

There was no public present

VII. Consent Agenda:

- Approval of Minutes: February 21, 2023
- Approval of Voucher numbers: 015045 – 015073
- Approval of Financial Statement – February 2023

A discussion was held on this matter.

Motion by: Marc Macri **Second by:** Michael Klein

Approved UNANIMOUSLY

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VIII. Resolutions:

2023-22 **Whereas**, the Parking Authority of the Borough of Fort Lee has constructed, a three-story parking structure with attached 24,000 square foot mixed use office liner building, on the Guntzer Street Parking Area (collectively’ the “Project”); and

Whereas, the Parking Authority desires to lease a space consisting of approximately 1,025 sf (hereinafter, the Premises) to a commercial/business establishment; and

Whereas, the Parking Authority had originally received 3 proposals to lease the premises and offered said space to the proposal most beneficial to the Authority, however, said prospective tenant decided not to move forward with the project; and

Whereas, the Parking Authority has received another offer to lease the subject space under the same terms and conditions as the prior prospective tenant; and

Whereas, the Parking Authority desires to enter into a lease with “Anthony LaConte”(hereinafter, Lessee), it being the Parking Authority’s believe that Lessee’s use at the premises will be consistent and supportive of the community plans to be implemented in front of the Liner Building, and therefore beneficial to the Parking Authority, said lease to be substantially in accordance with a letter of intent, to be amended in accordance with discussions of the parties, and as further in accordance with a lease to be drafted by General Counsel for the Parking Authority,

Now, Therefore, Be It Resolved, by the Commissioners of the Parking Authority of the Borough of Fort Lee that the Executive Director is hereby authorized to execute a lease, as drafted by General Counsel, in accordance with the Letter of Intent between the parties; and

Be It Further Resolved that the Lease shall provide that “time is of the Essence” for completion of the fit out and operation of the premises.

Mr. Marotta discussed the resolution.

Motion by: Patricia Rumi **Second by:** Michael Klein

Approved UNANIMOUSLY

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2023-23 **Whereas**, the Fort Lee Parking Authority currently provides bus services in the form of an Around Town Bus and Senior Housing Bus routes; and

Whereas, in light of a decrease in ridership, the Parking Authority would like to combine the bus services,

Now Therefore, Be It Resolved that the Commissioners of the Fort Lee Parking Authority that the Executive Director is hereby authorized to combine the Around Town Bus and Senior Housing Bus routes.

Mr. Goncalves discussed the resolution.

Motion by: Michael Klein **Second by:** Marc Macri

Approved UNANIMOUSLY

2023-24 **Whereas**, Evelyn Lassalle is currently serving as Secretary to the Board of Commissioners/Executive Director Confidential Secretary, on a part time basis; and

Whereas, the Commissioners of the Fort Lee Parking Authority recognize the need to have an Assistant Director,

Now Therefore, Be It Resolved, by the Commissioners of the Fort Lee Parking Authority that Evelyn Lassalle, currently serving as Secretary to the Board of Commissioners/Executive Director Confidential Secretary, on a part-time basis, is hereby appointed to the position of Assistant Director/Secretary to the Board of Commissioners, on a full-time basis, effective July 1, 2023, at a yearly salary of \$85,000.00, to serve at the will of the Commissioners.

Mr. Grant discussed the resolution and the Commissioners welcomed me onboard.

Motion by: Marc Macri **Second by:** Michael Klein

Approved UNANIMOUSLY

2023-25 **Be It Resolved**, by the Commissioners of the Fort Lee Parking Authority hereby accepts the resignation letter from James Kelly, Bus Driver for the Fort Lee Parking Authority effective April 1, 2023.

The Commissioners wished Mr. Kelly all the best.

Motion by: Marc Macri **Second by:** Michael Klein

Approved UNANIMOUSLY

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- IX. Documentation:**
- James Kelly retirement letter
- X. Old Business:**
- None
- XI. New Business:**
- None
- XII. Attorney's Report:**
- None
- XIII. Executive Director's Report:**
- Bond Payment
 - Pension Payment
 - NJ Transit COVID Relief Grant
 - Automotus Award
 - EV Chargers
 - Deed to Post Office
 - NJ Transit Training Procurement
 - Delivery of Ford Explorer
 - Vehicle Camera Installation
 - Speaking at PACE
 - Employee Recognition (CPR)
- XIV. Commissioner's Comments:**
- None
- XV. Chairperson's Comments:**
- None
- XVI. Public Comment:**
There was no public present

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XVII. Closed Session:

Mr. Grant requested the board to go into closed session to discuss personal matters.

Motion to go into closed session at 4:10 p.m.

Motion by: Patricia Rumi **Second by:** Michael Klein
Approved UNANIMOUSLY.

Present: Mr. Grant, Mr. Macri, Mr. Klein and Ms. Rumi

Also in attendance were Mr. Marotta, Mr. Sohmer, Mr. Yoon, and Mr. Goncalves.

A motion was made to go back into open session at 4:47 p.m.

Motion by: Marc Macri **Second by:** Michael Klein
Approved UNANIMOUSLY

XVIII. Adjournment:

Motion to adjourn the meeting was made at 5:03 p.m.

Motion by: Marc Macri **Second by:** Michael Klein
Approved UNANIMOUSLY

EL, Recording Secretary