

**MINUTES OF THE REGULAR MEETING OF THE PARKING
AUTHORITY OF THE TOWNSHIP OF WEEHAWKEN,
COUNTY OF HUDSON, 4200 PARK AVENUE IN SAID TOWNSHIP
ON THURSDAY, OCTOBER 16, 2025, AT 7:00 P.M.**

1. CONVENED: At 7:11 P.M.

a. The Board Clerk/Secretary led the Pledge of Allegiance.

b. Roll Call:

Present: Chairman Jose A. Hechavarria, Commissioner Christina McLellan,
Commissioner Sam Mezzina and Vice Chairman Eleazar Nuñez

Also Present: Executive Director Carmela Silvestri-Ehret, Assistant Executive
Director Eric Negron, General Counsel Neil Marotta, QPA Lisa Toscano and
Board Clerk/Secretary Vingenza Scardigno

c. Board Clerk/Secretary: In compliance with the Open Public Meetings Act, the Board
Clerk has notified the newspaper required of this meeting in the Annual Notice
published on December 31, 2024. A notice has been posted in the public area of the
Parking Authority's office.

The introduction, welcoming and the swearing in of our new WPA Commissioner
Mr. Pedro Garcia, by our General Counsel Neil Marotta.

d. Roll Call:

Present: Commissioner Pedro Garcia, Chairman Jose A. Hechavarria,
Commissioner Christina McLellan, Commissioner Sam Mezzina and Vice
Chairman Eleazar Nuñez

2. APPROVAL OF MINUTES:

On motion by Commissioner Christina McLellan and seconded by Chairman Jose A.
Hechavarria, the September 18, 2025, meeting minutes were approved by the following vote:

Ayes: Chairman Jose A. Hechavarria, Commissioner Christina McLellan, Commissioner Sam
Mezzina and Vice Chairman Eleazar Nuñez

Nays: None

Absent: None

Abstained: Commissioner Pedro Garcia

3. EXECUTIVE DIRECTOR'S REPORT:

Executive Director Carmela Silvestri Ehret reported the Authority's duties are as usual awaiting the change of seasons.

Before the Board there is a resolution providing for transfers between accounts amending the 2025 Budget. Also before the Board is the proposed 2026 Budget. The Proposed budget's major change provides for the increases in employee health coverage which has skyrocketed for 2026 and cannot be avoided.

Further, you have for consideration 2026 dates for our meetings. Please review the list and provide any changes or questions you deem appropriate. This is provided in anticipation of the resolution that we will address in our December meeting.

Also, just as a reminder, the Authority continues to have in person as well as Zoom meeting availability.

This concludes the Executive Director's report.

On motion by Chairman Jose A. Hechavarria, and seconded by Vice Chairman Eleazar Nuñez, the above report was accepted by the following vote:

Ayes: Commissioner Pedro Garcia, Chairman Jose A. Hechavarria, Commissioner Christina McLellan, Commissioner Sam Mezzina and Vice Chairman Eleazar Nuñez

Nays: None

Absent: None

Abstained: None

4. CITIZENS COMMENTS ON AGENDA ITEMS:

The Board Clerk/Secretary asked if anyone wished to comment on the agenda. A member of the public present did not wish to comment on the agenda.

5. FINANCIAL REPORT:

On motion by Chairman Jose A. Hechavarria and second by Commissioner Christina McLellan, the subsequent reports were accepted by the following vote:

Ayes: Chairman Jose A. Hechavarria, Commissioner Christina McLellan, Commissioner Sam Mezzina and Vice Chairman Eleazar Nuñez

Nays: None

Absent: None

Abstained: Commissioner Pedro Garcia

Financial Reports are attached hereto:

5a.

Weehawken Parking Authority

(5492) General Account - Valley, Period Ending 09/30/2025

RECONCILIATION REPORT

Reconciled on: 10/14/2025

Reconciled by: Rania Baroudi

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance	2,144.41
Interest earned	0.74
Checks and payments cleared (1)	-301.58
Deposits and other credits cleared (18)	768.00
Statement ending balance	2,611.59
Register balance as of 09/30/2025	2,611.59
Cleared transactions after 09/30/2025	0.00
Uncleared transactions after 09/30/2025	564.00
Register balance as of 10/14/2025	3,175.59

Details

Checks and payments cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
08/28/2025	Bill Payment	1106	Township of Weehawken	-301.58
Total				-301.58

Deposits and other credits cleared (18)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/03/2025	Deposit			25.00
09/05/2025	Deposit			75.00
09/08/2025	Deposit			85.00
09/09/2025	Deposit			10.00
09/11/2025	Deposit			64.00
09/11/2025	Deposit			55.00
09/12/2025	Deposit			40.00
09/15/2025	Deposit			5.00
09/17/2025	Deposit			30.00
09/17/2025	Deposit			39.00
09/19/2025	Deposit			40.00
09/19/2025	Deposit			30.00
09/22/2025	Deposit			67.00
09/23/2025	Deposit			50.00
09/25/2025	Deposit			45.00
09/25/2025	Deposit			35.00
09/26/2025	Deposit			57.00
09/29/2025	Deposit			18.00
Total				768.00

Additional Information

Uncleared deposits and other credits after 09/30/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
10/01/2025	Deposit			225.00
10/01/2025	Deposit			110.00
10/03/2025	Deposit			68.00
10/03/2025	Deposit			60.00
10/08/2025	Deposit			25.00
10/08/2025	Deposit			7.00

1 OF 2

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
10/08/2025	Deposit			38.00
10/10/2025	Deposit			33.00
Total				584.00

2 OF 2

5b.

Weehawken Parking Authority
(5484) Operating Account - Valley, Period Ending 09/30/2025

RECONCILIATION REPORT

Reconciled on: 10/14/2025

Reconciled by: Rania Baroudi

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance	8,212.28
Interest earned	4.96
Checks and payments cleared (6)	-4,234.77
Deposits and other credits cleared (1)	42,470.00
Statement ending balance	46,452.47
Uncleared transactions as of 09/30/2025	-1,337.99
Register balance as of 09/30/2025	45,114.48
Cleared transactions after 09/30/2025	0.00
Uncleared transactions after 09/30/2025	2,209.00
Register balance as of 10/14/2025	47,323.48

Details

Checks and payments cleared (6)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
08/28/2025	Bill Payment	2623	Verizon Wireless	-331.81
08/28/2025	Bill Payment	2621	Ricoh USA, Inc.	-479.26
08/28/2025	Bill Payment	2620	Advance Local Media LLC	-440.20
08/28/2025	Bill Payment	2619	Hudson Gas & Auto Service Inc.	-1,592.50
08/28/2025	Bill Payment	2622	Marotta & Garvey	-1,250.00
09/04/2025	Expense	ACH	QuickBooks	-141.00
Total				-4,234.77

Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/22/2025	Deposit		Township of Weehawken	42,470.00
Total				42,470.00

Additional Information

Uncleared checks and payments as of 09/30/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/30/2025	Bill Payment	2625	eMazzanti Technologies	-100.00
09/30/2025	Bill Payment	2624	Staples	-76.60
09/30/2025	Bill Payment	2628	Township of Weehawken	-387.93
09/30/2025	Bill Payment	2627	Ricoh USA, Inc.	-479.26
09/30/2025	Bill Payment	2628	Optimum	-273.26
09/30/2025	Bill Payment	2629	Cash(Petty Cash)	-20.94
Total				-1,337.99

Uncleared deposits and other credits as of 09/30/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/30/2025	Check	2630	Cash(Petty Cash)	0.00
Total				0.00

Uncleared checks and payments after 09/30/2025

1 OF 2

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
10/09/2025	Expense	ACH	QuickBooks	-141.00
Total				-141.00

Uncleared deposits and other credits after 09/30/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
10/10/2025	Deposit		Township of Weehawken	2,350.00
Total				2,350.00

5c.

Weehawken Parking Authority
(0505) Sale of Pay Stations - Provident, Period Ending 09/30/2025

RECONCILIATION REPORT

Reconciled on: 10/14/2025

Reconciled by: Rania Baroudi

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance	90,319.45
Service charge	-10.00
Interest earned	6.63
Checks and payments cleared (0)	0.00
Deposits and other credits cleared (0)	0.00
Statement ending balance	90,316.13
Register balance as of 09/30/2025	90,316.13

6. UNFINISHED BUSINESS:

No unfinished business to review.

7. NEW BUSINESS:

a. Commissioner Christina McLellan read the following Resolution:

Parking Authority of the Township of Weehawken

Payment of Bills

Resolution No. 2025-027

BE IT RESOLVED, by the Commissioners of the Parking Authority of the Township of Weehawken (Hereinafter referred to as "WPA") that the following claims in the amount of **\$30,142.73** be, and they are hereby approved for payment if and when funds are available.

Ck #	PO#	Payee	Description	Amount	Account
2634	25-2254	Garbarini & Co	Audit of the financial statements for the year ended December 31,2024 Inv. #23513	16,500.00	Operating Account
2631	25-2255	Hudson Gas & Auto Service Inc	Veh. # 416 – Inv. #28979	1,775.20	Operating Account
2631	25-2256	Hudson Gas & Auto Service Inc	Veh. #416 – Inv. #29001	665.00	Operating Account
2635	25-2257	Optimum	Internet & Phone Billing Period 8/16/25 – 9/15/25	273.09	Operating Account
2641	25-2258	Verizon Wireless	Monthly Cell Phone 7/24/25 - 8/23/25 Inv. # 6121822123	331.64	Operating Account
2639	25-2259	Staples	Office Supplies -See attached for details- Inv. #7006580939	269.41	Operating Account
2632	25-2260	eMazzanti Technologies	Basic Firewall Rental for September 2025 Inv. #EMS108927	100.00	Operating Account
2636	25-2261	McManimon, Scotland & Baumann	Professional Services Rendered Thru July 31, 2025 -Inv. #246656	90.00	Operating Account
2637	25-2262	Ricoh USA, Inc	Monthly Lease for 2 copiers 9/1/25 – 9/30/25 Inv. #109459950	479.26	Operating Account
2633	25-2263	Township Of Weehawken	Reimbursement of Gasoline August 2025	344.53	Operating Account
2638	25-2264	Marotta & Garvey	Legal Services Rendered March 2025	625.00	Operating Account
2635	25-2265	Optimum	Internet & Phone Billing Period 9/16/25 – 10/15/25	273.09	Operating Account
2640	25-2266	TD Wealth Operations	Current Annual Fees Inv. 063870	3,500.00	Operating Account
2639	25-2267	Staples	Office Supplies – See attached for details – Inv. #6042469501	1,399.96	Operating Account
2632	25-2269	eMazzanti Technologies	Desktop Computer & Monitor – Inv. #EMS107935	935.17	Operating Account
2632	25-2270	eMazzanti Technologies	Microsoft License- Annual Term Year 2025 – See attached for details - Inv. #EMS103202	822.00	Operating Account
2632	25-2271	eMazzanti Technologies	WatchGuard Basic Security – 3 Year Term – Inv.#EMS107954	1,759.38	Operating Account
			Grand Total All Accounts	\$30,142.73	

BE IT FURTHER RESOLVED, that the Board Clerk/Secretary shall forward a certified copy of this resolution to the following persons:

1. Carmela Silvestri Ehret, WPA Executive Director
2. Eric Negron, WPA Assistant Executive Director
3. Rola Fares, Clerk of the Township of Weehawken
4. Lisa Toscano, WPA Qualified Purchasing Agent
5. Garbarini & Co., P.C., WPA Auditor

On motion by Commissioner Christina McLellan and seconded by Commissioner Sam Mezzina, the foregoing resolution was adopted by the following vote:

Ayes: Chairman Jose A. Hechavarria, Commissioner Christina McLellan, Commissioner Sam Mezzina and Vice Chairman Eleazar Nuñez

Nays: None

Absent: None

Abstained: Commissioner Pedro Garcia

b. Chairman Jose A. Hechavarria read the following Resolution:

**PARKING AUTHORITY OF THE TOWNSHIP OF WEEHAWKEN
AMENDMENT OF THE 2025 APPROVED BUDGET
RESOLUTION # 2025-028**

WHEREAS the Commissioners of the Parking Authority of the Township of Weehawken (hereinafter referred to as "WPA") have adopted the 2025 Budget on December 19, 2024 and

WHEREAS, due to various adjustments required, the WPA finds it necessary to amend its 2025 approved Budget:

	<u>From</u>	<u>To</u>
<u>Operating Appropriations:</u>		
Administration		
<i>Salaries & Wages</i>	\$ 572,000.00	\$ 587,938.00
<i>Fringe Benefits</i>	\$ 208,000.00	\$ 206,240.00
Total Administration Personnel	\$ 780,000.00	\$ 794,178.00
Administration - Other		
<i>Office/Communications/Equipment Lease</i>	\$ 31,800.00	\$ 34,466.00
<i>Professional Fees</i>	\$ 76,850.00	\$ 49,750.00
<i>Rent/Travel/Tolls/Automotive</i>	\$ 116,650.00	\$ 92,920.00
<i>Printing/Postage/Dues & Subscriptions</i>	\$ 26,090.00	\$ 23,787.00
<i>Miscellaneous Administration*</i>	\$ 55,000.00	\$ 54,000.00
Total Administration - Other	\$ 306,390.00	\$ 254,923.00
Total Administration	\$ 1,086,390.00	\$ 1,049,101.00
Cost of Providing Services - Personnel		
<i>Salaries & Wages</i>	\$ 320,000.00	\$ 343,423.00
<i>Fringe Benefits</i>	\$ 259,000.00	\$ 269,563.00
Total COPS - Personnel	\$ 579,000.00	\$ 612,986.00
Cost of Providing Services - Other (List)		
Total Cost of Providing Services	\$ 579,000.00	\$ 612,986.00
<i>Total Principal on Debt Service in Lieu of Depreciation</i>	\$ 540,208.00	\$ 220,000.00
Total Operating Appropriations	\$ 2,205,598.00	\$ 1,882,087.00
Non-Operating Appropriations		
<i>Total Interest Payments on Debt</i>	\$ 760,207.50	\$ 1,083,718.00
Total Non-Operating Appropriations	\$ 760,207.50	\$ 1,083,718.00
Total Appropriations	\$ 2,965,805.00	\$ 2,965,805.00
Total Net Appropriations	\$ 2,965,805.00	\$ 2,965,805.00

NOW, THEREFORE BE IT RESOLVED by the Commissioners of the WPA, the 2025 approved Budget is hereby amended as detailed above, and

BE IT FURTHER RESOLVED that the Board Clerk/Secretary shall forward a certified copy of this Resolution to:

1. CARMELA SILVESTRI EHRET, WPA EXECUTIVE DIRECTOR
2. ERIC NEGRON, WPA ASSISTANT EXECUTIVE DIRECTOR
3. ROLA FARES, CLERK OF THE TOWNSHIP OF WEEHAWKEN
4. LISA TOSCANO, WPA QUALIFIED PURCHASING AGENT
5. GARBARINI & Co., P.C., WPA AUDITOR
6. DIRECTOR OF LOCAL GOVERNMENT SERVICES

On motion by Chairman Jose A. Hechavarria and seconded by Commissioner Christina McLellan, the foregoing resolution was adopted by the following vote:

Ayes: Chairman Jose A. Hechavarria, Commissioner Christina McLellan, Commissioner Sam Mezzina and Vice Chairman Eleazar Nuñez

Nays: None

Absent: None

Abstained: Commissioner Pedro Garcia

c. Chairman Jose A. Hechavarria read the following Resolution:

Resolution # 2025-029

2026 AUTHORITY BUDGET RESOLUTION

Weehawken Parking Authority

FISCAL YEAR: January 01, 2026 to December 31, 2026

WHEREAS, the Annual Budget for Weehawken Parking Authority for the fiscal year beginning January 01, 2026 and ending December 31, 2026 has been presented before the governing body of the Weehawken Parking Authority at its open public meeting of October 16, 2025; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$3,062,731.00, Total Appropriations including any Accumulated Deficit, if any, of \$3,062,731.00, and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$0.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

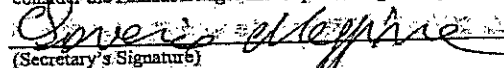
WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget must be granted elsewhere, by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Weehawken Parking Authority, at an open public meeting held on October 16, 2025 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Weehawken Parking Authority for the fiscal year beginning January 01, 2026 and ending December 31, 2026, is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Weehawken Parking Authority will consider the Annual Budget and Capital Budget/Program for Adoption on November 20, 2025.


(Secretary's Signature)

16-Oct-25
(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Jose Hechavarria	✓		✓	
Pedro Garcia				
Christina McLellan	✓			
Eleazar Nunez	✓			
Saverio Mezzina	✓			

Page C-5

On motion by Chairman Jose A. Hechavarria and seconded by Commissioner Sam Mezzina, the foregoing resolution was adopted by the following vote:

Ayes: Chairman Jose A. Hechavarria, Commissioner Christina McLellan, Commissioner Sam Mezzina and Vice Chairman Eleazar Nunez

Nays: None

Absent: None

Abstained: Commissioner Pedro Garcia

d. Commissioner Christina McLellan read the following Resolution:

**Parking Authority of the Township of Weehawken
Resolution to Void Check(s)
No. 2025-030**

Whereas, the commissioners of the Parking Authority of the Township of Weehawken (hereinafter referred to as "WPA"), desire to void check # 2630 in the amount of \$20.94, printed erroneously due to printer malfunction from the Valley Bank Operating,

Now therefore, Be it Resolved, by the Commissioners of the Weehawken Parking Authority, that the Executive Director is hereby authorized to void check # 2630 in the amount of \$20.94 and,

Be it Further Resolved, that the Board Clerk/Secretary shall forward a certified copy of this resolution to the following persons:

1. CARMELA SILVESTRI-EHRET, WPA EXECUTIVE DIRECTOR
2. ERIC NEGRON, WPA ASSISTANT EXECUTIVE DIRECTOR
3. ROLA FARES, CLERK OF THE TOWNSHIP OF WEEHAWKEN
4. LISA TOSCANO, WPA QUALIFIED PURCHASING AGENT
5. GARBARINI & CO, P.C., WPA AUDITOR

On motion by Commissioner Christina McLellan and seconded by Vice Chairman Eleazar Nuñez, the foregoing resolution was adopted by the following vote:

Ayes: Chairman Jose A. Hechavarria, Commissioner Christina McLellan, Commissioner Sam Mezzina and Vice Chairman Eleazar Nuñez

Nays: None

Absent: None

Abstained: Commissioner Pedro Garcia

8. PRIVILEGE OF THE FLOOR:

The Board Clerk/Secretary asked if anyone wished to address the Board. A member of the public present did not wish to address the Board.

9. EXECUTIVE SESSION:

No executive session necessary.

10. ADJOURNMENT: 7:33 P.M.

The Board Clerk/Secretary announced the next regular meeting will be held November 20, 2025.

There being no further business before the Board, a motion was duly made by Commissioner Pedro Garcia and seconded by Commissioner Christina McLellan to adjourn. So, moved.



Virgenza Scardigno
Board Clerk/Secretary