

# MINUTES FROM THE BETHLEHEM REVITALIZATION AND IMPROVEMENT AUTHORITY (BRIA)

March 15, 2018  
3:30 p.m.

## 1.0 Call to Order

A meeting of the **Bethlehem Revitalization and Improvement Authority (BRIA)** was held at 3:30 p.m. on Thursday, March 15, 2018 at Town Hall located at 10 East Church Street, Bethlehem, Pennsylvania.

James Broughal called the meeting to order.

## 2.0 Roll was taken as follows:

Authority: James Broughal  
Ann McHale  
Donna Taggart  
John Filipos  
Joseph Kelly

Solicitor: Valentino DiGiorgio

Staff in attendance: Alicia Miller Karner  
Denise Rider

## 3.0 Reorganization

### 3.1 Appointment of Temporary Chairperson and Chairperson

A motion was made by Mr. Broughal to appoint Ms. Karner as Temporary Chairperson. The motion was seconded by Mr. Kelly and unanimously approved by all Board Members. Being no further nominations, Ms. Karner accepted the appointment as Temporary Chairperson. Ms. Karner noted that included in the Board Meeting package is a list of 2017 Board Members for reference. Ms. Karner requested a motion to appoint a Chairperson. Mr. Kelly made a motion to appoint Mr. Broughal as Chairperson which was seconded by Ms. McHale and unanimously approved by all Board Members. Being no further nominations, Mr. Broughal accepted the appointment of Chairperson.

### 3.2 Appointment of Vice-Chairperson

Mr. Broughal requested a motion to appoint a Vice-Chairperson. Mr. Kelly made a motion to appoint Ms. McHale which was seconded by Mr.

Filipos and unanimously approved by all Board Members. Being no further nominations, Ms. McHale accepted the appointment of Vice-Chairperson.

3.3 Appointment of Secretary

Mr. Broughal requested a motion to appoint a Secretary. Ms. McHale motioned to appoint Ms. Taggart which was seconded by Mr. Kelly and unanimously approved by all Board Members. Being no further nomination, Ms. Taggart accepted the appointment of Secretary.

3.4 Appointment of Treasurer

Mr. Broughal requested a motion to appoint a Treasurer. Ms. McHale motioned to appoint Mr. Filipos which was seconded by Mr. Kelly and unanimously approved by all Board Members. Being no further nomination, Mr. Filipos accepted the appointment of Treasurer.

3.5 Appointment of Assistant Secretaries

Mr. Broughal requested a motion to appoint Assistant Secretaries. Mr. Filipos motioned to appoint Mr. Kelly which was seconded by Ms. McHale. Ms. Karner pointed out that several people are appointed as Assistant Secretaries for signing purposes for bond documentation. Mr. DiGiorgio suggested one motion be made for the appointment of all Assistant Secretaries. Ms. Taggart made a motion to appoint Mr. Kelly, Ms. McHale and Mr. Filipos as Assistant Secretaries which was seconded by Mr. Filipos. The appointment of Assistant Secretaries was unanimously approved by all Board Members. Being no further nomination, Mr. Kelly, Ms. McHale and Mr. Filipos accepted the appointment of Assistant Secretaries.

4.0 Public Comment

None

5.0 Approval of Minutes

5.1 December 5, 2017

There are no additions or corrections. A motion was made to approve the minutes by Mr. Kelly and seconded by Ms. Taggart; the minutes were then approved as presented.

5.2 December 7, 2017

There are no additions or corrections. A motion was made to approve the minutes by Mr. Kelly and seconded by Ms. Taggart; the minutes were then approved as presented.

5.3 December 21, 2017

There are no additions of corrections. A motion was made to approve the minutes by Mr. Kelly and seconded by Ms. Taggart; the minutes were then approved as presented with the exception of Ms. McHale as she was not present at the December 21, 2018 meeting.

6.0 Old Business

6.1 Historic Hotel Bethlehem Resolution

Mr. Broughal indicated that at the last meeting this subject matter was unanimously tabled. Mr. Broughal requested a motion to un-table the matter. Ms. McHale made a motion to un-table which was seconded by Mr. Kelly; being no further discussion all Board Members unanimously approved to un-table the matter.

Mr. Broughal referred to the Historic Hotel Bethlehem resolution that all Board Members have copies of in their meeting packet. Mr. Broughal thanked Mr. Kelly, Ms. Karner and Mr. DiGiorgio for their hard work on putting the resolution together. Mr. Broughal then requested a motion to approve the resolution. A motion was made by Ms. McHale and seconded by Mr. Filipos. Mr. Broughal asked if there was any discussion from the Board. Ms. McHale questioned how much public parking will be available once the project is completed. She is assuming overflow is at the Spring Street which is leased by the Historic Hotel Bethlehem. Mr. Larry Mulligan, Controller of the Historic Hotel Bethlehem, advised that as of now that is where overflow will be. She questioned if there will be spots at Spring Street lot. Mr. Mulligan is not sure and believes it will be determined in a subsequent agreement required 30 days after the resolution. Mr. Kelly indicated that with his talks with the Historic Hotel Bethlehem, the public spaces would be in the garage 300 days out of the year. Mr. Mulligan has the same understanding. Ms. McHale had a concern about subletting spots in the Spring Street lot and if it is allowed under the Historic Hotel Bethlehem's agreement with HBMA. Mr. Kelly indicated that as of now this is not part of this agreement and reiterated that the spots are in the garage.

Mr. Broughal asked the Board if there are any other questions; being no further questions, Mr. Broughal requested a roll call:

- Mr. Kelly – yes
- Ms. McHale – yes
- Ms. Taggart – yes
- Mr. Filipos – yes
- Mr. Broughal – yes

The Historic Hotel Bethlehem resolution was approved 5/0.

7.0 New Business

None

8.0 Solicitor's Report

None

9.0 Executive Director's Report

None

10.0 Next Meeting Date

April 5, 2018

11.0 Adjournment

There being no further business to come before the Board, a motion was made by Mr. Kelly and seconded by Ms. McHale to adjourn the meeting. The motion was unanimously approved at 3:39 PM.