

STATE OF NEW JERSEY
SECAUCUS HOUSING AUTHORITY
700 COUNTY ROAD
SECAUCUS, NEW JERSEY

January 28, 2016

This is a condensed transcription of the taped minutes as taken on Thursday, January 28, 2016 at Kroll Heights, 700 County Road, Secaucus, New Jersey.

Chairman Michael Harper welcomed everyone and called the meeting to order.

ROLL CALL

Present: Commissioner Michael Schlemm
Commissioner Richard Fairman
Commissioner Patricia Mondadori
Chairman Michael Harper

Also Present: Executive Director Christopher Marra
Deputy Executive Director Jake Naszimento
James Burke, Esq., Counsel to the Authority
William Katchen, Accountant to the Authority

Absent: Commissioner Roger Adriaenssens
Commissioner Frances Jodice
Commissioner Michael Grecco

Chairman Harper read the Open Public Meetings Act.

OPEN PUBLIC MEETINGS ACT

“Adequate notice of this meeting, as required by the Open Public Meetings Act, has been provided by the filing of a Regular Meeting Notice with the Municipal Clerk, the posting of said notice on the official bulletin board in the Municipal Government Center, and delivery of same to the Jersey Journal and Secaucus Homes News on December 16, 2015. This body wishes to advise you that, in accordance with N.J.S.A. 26:3D(1), et seq. (Smoking in Public Buildings), smoking is prohibited while this body is in open or closed session.”

FLAG SALUTE

(At this point in the proceeding, the Pledge of Allegiance was recited by all present.)

INTRODUCTION OF WILLIAM KATCHEN, ACCOUNTANT

Mr. Katchen reiterated that tonight the introduction of State budget and approval of HUD budget. The HUD budget is solely for public housing program. Insurance premiums are based on actual bills each year. Health benefits are based on recently increased health insurance of 8%, and he added 2-1/2% on top of that because SHA fiscal year runs through to March. HUD funding is based on 84% because Congress authorized that. This budget anticipates a loss this year of \$47,116. This is after a reduction of \$104,626 as a result of HUD not funding at 100%. SHA will have a surplus of \$872,274 equaling about 95% of HUD's rule of thumb. This budget, even with projected deficit, is solid and conservative. Rental income based upon actual rental. Recerts are done after April 1st. There is no increase in Social Security this year. If this budget is approved, only the Resolution goes to HUD. The budget stays in Mr. Marra's office, because SHA is a high performer, but HUD requires acknowledgement by the Board.

The State Budget requires two bites of the apple: (1) is consideration tonight for approval, authorizing Mr. Marra to send to the State for their review and approval. If approved with or without comments, it will come back in March for consideration and adoption. This budget anticipates a loss of \$70,296. The balance between the 47 and the 70 is the Housing Choice Voucher Program (HCV).

The HCV Program funding was budgeted at 75% on administrative. SHA will receive all that is needed to make the rents to landlords. Where funding is expected to be lower is in the administrative aspect of the program, because HUD thinks that everyone is overfunded on administrative, so they continue to make haircuts. Last year SHA started at 73% on administrative. Then HUD found extra money and increased to 79%; then in November they found another \$20 million, so SHA ended up with 81% for administrative. If the Commissioners approve utilizes \$70,296 in surplus. The State up to 2014 was more financial, less informational on budgets. In 2015, as a result of Transparency Act approved by State Legislature with Governor signing on, became more information and less financial.

Chairman Harper commented his only questions about this year's budgets would be their effect in going into RAD. Mr. Katchen said Lisa Petrosky would be discussing that with the Commissioners. Mr. Katchen answered, if tomorrow SHA did RAD this year, SHA would not have a capital fund allocation; that would be in the rent. The actual overall revenue for HUD would be 7% higher; RAD rents are at 90%, and Mr. Marra is expecting an OCAF (Operating Cost Adjustment Factor), which would amount to \$2,025,804 or \$75,000-\$100,000 more in funding

not including the administrative fee for the new Voucher Program, which amounts to about \$150,000. Ms. Petrosky added RAD rents start on January 1st. Right now SHA is paying debt service out of SHA capital for the leveraging; the improvements that were done in 2007-08. That's out there on a 20-year debt service at 5%. Now SHA will be borrowing money on a 30-year at about a half-point lower. That will give SHA more cash flow and money to do improvements. If RAD completed by next year will look very different; same forms, different organization.

Commissioner Fairman asked if there is anything in the current budget of concern that will have to be reflected in the budget he's proposing tonight.

Mr. Katchen said no, costs are a bit lower, even utilities in terms of gas. Under RAD, those savings in utilities will go to the bottom line, SHA gets that benefit. If next year SHA is not converted to RAD, lower cost in gas/electric goes right to benefit of HUD. It is a hidden benefit in RAD that isn't reflected anywhere until SHA benefits from the lower cost. RAD rents are based on 2014 utility costs. Mr. Katchen in his readings, believes natural gas will stay flat in price for a long time. Commissioner Fairman asked in the proposed budget tonight, are there any line item expenses that SHA will incur by converting to RAD that are the cost of doing the conversion; they're one-time events. Mr. Katchen said no, they'll be capitalized and converted as a cost when the transaction is completed. A&E costs, financial advisor, legal – all will be capitalized and then brought in as an expense upon the consummation of the transaction; it will be amortized or depreciated.

APPROVAL OF MINUTES FOR DECEMBER 10 AND NOVEMBER 19 SPECIAL MEETING

Motion to approve made by Commissioner Schlemm; seconded by Commissioner Mondadori.

VOTE: AYES/All Present Commissioners (4)
Absent: Adriaenssens/Jodice/Grecco

PAYMENT OF CLAIMS FOR DECEMBER & JANUARY

Motion to approve made by Commissioner Schlemm; seconded by Commissioner Mondadori.

VOTE: AYES/All Present Commissioners (4)
Absent: Adriaenssens/Jodice/Grecco

RENTAL ASSISTANCE DEMONSTRATION (RAD) PROGRAM – UPDATE ON EMG

ED Marra said in working with EMG there was a little miscommunication between him and EMG. Mr. Marra said SHA would have \$500,000 for the first IDRR (Initial Deposit Reserve Replacement). Ms. Petrosky will show the

Commissioners the budget for a \$35,000 annual reserve for replacement. When EMG heard that, they thought it was a \$500,000 IDRR for each building. With that in mind, when they sent Mr. Marra the PCA Tool spreadsheet that listed many millions of dollars of repairs that SHA could make. ED Marra told them no, you must break the \$500,000 into the three buildings; then the \$35,000 on an annual basis is 12-\$15,000 per building on an annual basis. Now, they have taken out many items from their PCA. They are still after Mr. Marra about the electrical main and the elevators, other things have been eliminated in their PCA, that have to do with a unit – like an air-conditioning unit. Mr. Marra said SHA will replace it on turnover or if it's broken individually, but not 100 at one time. EMG wants countertops for kitchens replaced. This will be replaced on turnover or if it's broken, but now out of budget, he's not replacing 100 in year 15. This is submitted to HUD, and there will be a conference call with everyone.

LISA PETROSKY spoke to the Commissioners about the following: Rehab is estimated to about \$1.2 million, with 10 percent contingency it comes up \$1.4 million. Initial deposit for replacement reserve is \$500,000 approximately. Lisa came up with a cash flow based on needing approximately \$1.8 million, with paying back current debt, the cost development during the transaction and reserves. Basically, Lisa said what is the least amount of money SHA needs to borrow to make everything work, about \$1.8 million. In her workings with other housing authorities and responses, she used a 4.4 commercial rate mortgage. Commissioner Fairman asked how long the tenor on that \$1.8 million would be. Lisa used a 30-year. Some of the RFPs she's received have adjustable rates with caps; some 20-year with 30-year amerts. She has not sent out SHA's term sheet because PCA is not yet complete. There is \$100,000 for vacancy/bad debt and SHA is nowhere near that number, but it has to be underwritten that way. Based on the 1.8 mil, SHA will have approximately \$200,00 of additional cash flow. When SHA pays down the debt, and the next year needs to make improvements, SHA will have the option of doing that. There are no prepayment penalties, or if there are, they're only for the first 5 years. SHA could always bank their money, and after year 5 give them a big chunk of change and knock the principal down. Lisa said some will adjust your payment, recast the loan; several didn't want to do that because of accounting problems for their bank. Many were agreeable about recasting in order to receive a lower rate.

Commissioner Fairman asked if the financial institutions Lisa is speaking with, they would be the holder of the mortgage for the full term or would they be distributing it. Lisa answered they've spoken to Mariner's Bank; TD Bank; Bogota Savings. Mr. Katchen said the loan would be tax exempt; the Authority would be issuing a bond to the financial institution, who would then fund the bond at a tax-exempt rate, so they would not be able to "flood" it. Commissioner Fairman asked if it could be written that the institution could not distribute outside. Mr. Katchen said they'd have to tax attorneys look at it, but he thought it was possible. Lisa said the example she gave was a fixed rate, 30-year loan. Other

loans looked at were fixed rates with caps; those you're paying less than 3% for the first 7 years. Commissioner Fairman asked if this would be a Community Reinvestment Act asset for these banks, so that might help limit the distribution risk. Lisa said she tried to do the plain vanilla approach to see what things would look like. Mr. Katchen said SHA could direct tax counsel to write into the bond that it cannot be sold without prior approval of the Authority. Lisa added if one year they need the extra money, SHA doesn't need to make the extra payment. The idea is to keep payment as low as possible and give SHA more flexibility in case something needs to be repaired that was not anticipated. Commissioner Fairman asked, if they don't reset, like in Lisa's example, SHA keeps the money and after a period decides to make a payment, are you saying they won't reset the amort event; do they put it on the back end of it? Lisa answered yes, some are more than happy to recast every five years, especially the adjustable rate one. ED Marra added that in speaking with other housing authorities, via Bill Snyder, when these banks come they want the entire business. Commissioner Fairman added it is quite standard.

ED Marra asked Lisa, if she was giving SHA directions on the PCA, it is that she wants to see the finalized PCA that matches up with this (indicating a paper with estimates). Lisa said these are just estimates trying to get SHA to where they need to be. The term sheet cannot be sent out without parts of the engineering report to go with it. Mr. Marra stated he has a phone call February 3rd with RAD transaction manager. The RAD transaction manager is a collector, who gets all the housing authorities to fill in the boxes on the web site; upload your documents, not really revealing anything. She gives it off to a HUD employee, because she is a contractor, who has been flexible about things SHA wants to do. In the end, after all documents are collected, SHA will deal with a HUD person. EMG thinks when HUD looks at the documents, there will be more questions than the transaction manager had. Lisa said there is enough cushion that if SHA has to borrow money, in case you need more money put into the reserve account or the bank comes back and says you're only putting \$130/unit away, and they want \$200/unit put away. Chairman Harper said he understands the financials now after 1-1/2 years and thanked Lisa.

Commissioner Fairman stated this is their model that drives the presentation. Its SHA's input of the numbers, but the model is a HUD model. Lisa said no, this is a cash flow model, similar to what HUD's going to be looking at. Lisa will scan it and upload to HUD.

Mr. Marra asked the Commissioners to pick up the paper on RAD and the other papers attached. He explained the five contracts that SHA has hired people for: what they were hired for, what has been billed to date, (inaudible). DeCotiis has not been used yet. EXECUTECH was hired in 12/13; Mr. Snyder's contract is \$125/hour not to exceed 1.25% of total development costs. EMG's contract is \$24,380. A very thick report was received from EMG, which will have

to be rewritten and they request a change order of \$1,000 for Bill to write that report (also attached).

There is another document needed by 3/31, which is Part 58 environmental review. Last October, ED Marra asked them to submit a proposal for it. EMG sent back a proposal to do this report - \$2,500 per building – environmental assessment of 3 buildings. Mr. Marra then asked LAN to give him a quote – theirs was \$23,500. Mr. Marra said EMG knows SHA, has worked here. NW Financial (referring again to attachment) this is what was agreed upon to pay them - \$200/hour; 1% of the permanent mortgage financing to be paid at closing not to exceed \$130,000. If mortgage is \$1.8 million, 1% would equal more than \$130,000, but that is all SHA is paying at the most. DeCotiis Fitzpatrick & Cole is \$85,000. Mr. Marra has not reached out to them until absolutely necessary. Discussion ensued about DeCotiis fee; the contract has been signed with them.

Commissioner Fairman asked what is the comparable number to the total development cost under EXECUTECH. Bill's contract is \$125/hour, not to exceed 1.25% of the total development costs. Discussion followed about EXECUTECH's and total cost that could be charged. Mr. Marra said he made a mistake on EXECUTECH's number – it should be \$150/hour; not to exceed 1.25% of total development cost.

Going back to LAN, they want to subcontract parts out to archaeologist, etc. Mr. Marra thinks LAN has not done any work on RAD. Environmental review is required by 3/31 as an uploaded document to RAD. Commissioner Fairman asked won't the lender for the long-term mortgage want an environmental report. Mr. Marra said they won't take SHA's report, they'll select and hire and SHA will pay for it.

Discussion followed discussing a resolution approving \$7,500 for EMG's environmental review and \$2,000 for the change order.

FINANCE COMMITTEE

RESOLUTION #2016-1 – BOARD RESOLUTION APPROVING AMP BUDGET

Motion to approve made by Treasurer Fairman; seconded by Vice-Chairman Schlemm.

VOTE: AYES/All Present Commissioners (4)
Absent: Adriaenssens/Jodice/Grecco

RESOLUTION #2016-2 – FY 2016-2017 BUDGET INTRODUCTION

Motion to approve made by Treasurer Fairman; seconded by Vice-Chairman Schlemm.

VOTE: AYES/All Present Commissioners (4)
Absent: Adriaenssens/Jodice/Grecco

RESOLUTION #2016-3 – AUTHORIZING DISPOSAL OF SURPLUS PROPERTY

ED Marra explained Town of Secaucus has replaced the communication system. Everyone was purchased a walkie-talkie, except Mr. Marra, so they can speak to one another. It was replaced because SHA was on same frequency as police department. They were collected along with the base. Two pages of listed walkie-talkies – VERTEX, Motorola and the base – will be placed on govsales.com. Chairman Harper asked if SHA would profit a few dollars on this transaction. ED Marra has seen them listed on various sites and saw prices of \$60. Vertex will be sold in a group, Motorola the same way and the base that was in the office, the same way. Chairman Harper thought the total would be about \$300.

WHEREAS, the Housing Authority of the Town of Secaucus is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Board of Commissioners are desirous of selling said surplus property in an “as is” condition without express or implied warranties.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners for the Housing Authority of the Town of Secaucus in the County of Hudson as follows:

- (1) The sale of the surplus property shall be conducted through GovDeals.com pursuant to State Contract A-70967/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Borough Clerk’s Office;
- (2) The sale will be conducted online and the address of the auction site is govdeals.com;
- (3) The fee charged by GovDeals is seven and one-half (7 ½%) percent of the gross sale receipt with no listing charge or advertising charge;
- (4) The sale is being conducted pursuant to Local Finance Notice 2008-9.
- (5) A list of the surplus property to be sold is as follows:

Product	Make	Model	Serial Number
Portable 2 way radio	Motorola	CP185	1338PS6587
Portable 2 way radio	Motorola	CP185	1138PV6877
Portable 2 way radio	Motorola	CP185	1338PZ0156
5 Batteries for CP185	Motorola	PMNN4081BR	
Portable 2 way radio	Vertex	VX-354-AG7b-5	01480421
Portable 2 way radio	Vertex	VX-354-AG7b-5	9k360130
Portable 2 way radio	Vertex	VX-354-AG7b-5	8C125488
Portable 2 way radio	Vertex	VX-21OU	OJ140598

Portable 2 way radio	Vertex	VX-210U	SF890616
Portable 2 way radio	Vertex	VX-210U	OI090960
Portable 2 way radio	Motorola	P44QLC20A2AA	188TVQ0536
Portable 2 way radio	Motorola	P44QLC20A2AA	188TVQ0537
Portable 2 way radio	Motorola	P44QLC20A2AA	188TUE2689
Portable 2 way radio	Motorola	P44QLC20A2AA	188TUE2682
3 Batteries for Vertex	Vertex	FNB-V96LI	
4 Batteries for Vertex	Vertex	FNB-V95LI	
1 Battery for Vertex	Vertex	FNB-V94	
1 Battery for Vertex	Vertex	FNB-V57N	
3 Batteries for Vertex	Vertex	FNB-V57	
1 Battery	Emerging Power	EPFNB-57H	
Product	Make	Model	Serial Number
5 Desktop Chargers	Vertex	CD-16	
5 Desktop Chargers	Motorola	HTN9702A	
3 Desktop Chargers	Motorola	PMLN5228A	
3 Desktop Chargers	Vertex	CD-34	
Power Supply	YAESU	FP-1023	0K040050
Standard 2 Way Mobile Radio	Vertex	VX-3000U	OM120096
Portable 2 Way Radio	Motorola P110	P44QLC20E2AA	188FTCF163
Portable 2 Way Radio	Motorola P110	P44QLC20E2AA	1888FTCF169
Portable 2 Way Radio	Motorola P110	P44QLC20E2AA	188FTCF162
Portable 2 Way Radio	Motorola P110	P44QLC20E2AA	1888FTCF176
Portable 2 Way Radio	Motorola P200	H44RFU7120BN	792FQJ4126
3 Unopened Speaker with Microphone	Vertex	MH-45C4B	
3 Remote Speaker with Microphone	Motorola	PMMN4013A	
1 Unopened	Motorola	HMN9026A	

(6) The surplus property as identified shall be sold in an “as-is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.

(7) The Executive Director is authorized to set minimum bids, set reserves below which bids will be rejected, set bidding increments, group items for sale by lots, and the right to accept or reject any bids submitted.

(8) The Executive Director sets the auction date.

Motion to approve made by Vice-Chairman Schlemm; seconded by Commissioner Mondadori.

VOTE: AYES/All Present Commissioners (4)

Absent: Adriaenssens/Jodice/Grecco

Chairman Harper said the monthly account balances were in the Commissioners' packets. ED Marra said there was a notice from NJSEM about the savings to the Authority, and the bid has gone out for the next two years. Commissioner Schlemm thought the prices looked good. South Jersey Energy is

the winner and has a better rate, which starts in June. Mr. Marra was disappointed in the bill for Rocco, which was higher. Mr. Marra forwarded a copy to NJSEM, but has received no answer from them. SHA is still \$6,700 to the good. Some of these plans have been scams, with savings the first three months and outrageous rates the next nine.

PROFESSIONAL SERVICES COMMITTEE

Bids were received for accounting and legal services. They will be awarded in February.

POLICY COMMITTEE

RESOLUTION #2016-4 – ANNUAL AUTHORIZATION TO ATTEND CONFERENCES

WHEREAS, the Housing Authority of the Town of Secaucus attempts to remain current on issues that affect the administration of its housing programs; and

WHEREAS, there are several industry recognized organizations that conduct seminars and conferences that are of importance and interest to the staff and Board of Commissioners of the Housing Authority; NOW THEREFORE

BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the Town of Secaucus that those interested Commissioners and staff are hereby authorized to attend the following conferences:

PHADA Annual Convention & Exhibition
May22-25, 2016 Las Vegas, NV

PHADA Legislative Forum
September 11-13, 2016, Washington DC

PHADA Commissioner's Conference
January 8-11, 2017 Lake Buena Vista, FL

NJAHRA Annual Conference
September 2016 - Atlantic City, NJ

NJNAHRO-MARC Conference
April 25-27 2016, Atlantic City, NJ

NAHRO Legislative Conference
April 10-13, 2016 Washington, D.C.

NAHRO Summer Conference
July 15-17 2016 Portland, OR

NAHRO National Conference
October 14-16, 2016 New Orleans, LA

Motion to approve made by Commissioner Fairman; seconded by Commissioner Mondadori.

VOTE: AYES/All Present Commissioners (4)
Absent: Adriaenssens/Jodice/Grecco

BUILDINGS & GROUNDS

RESOLUTION 2016-5 – AWARD OF CONTRACT FOR WATER INFILTRATION MITIGATION @ 600 COUNTY AVENUE

ED Marra stated one proposal was received for \$16,495, about \$20,000 less than what the architect estimated the cost would be. This is for outside work at GO1 and GO2. Quality 1st Contracting sent in the bid. Also is a proposal from Arrid Basement Waterproofing to do a French drain in GO1. 15 years ago when the Lease Housing Commissioners purchased Patriot Commons, it was not unusual to have basements flood over there. Arrid Basement Waterproofing was hired to install French drains in all of the basements at Patriot Commons. There has been no flooding in 15 years. Conceivably Arrid installed the one French drain at GO1. The owner was here to give Mr. Marra a proposal and he said it wasn't his work. You would see a seam in the concrete where they put in the drain – there is no drain. He measured it and figured about 100 feet of drain – his proposal was \$6,000. Mr. Marra thinks that in February SHA will receive their Capital Fund Allotment. For the four years, Mr. Marra has been here, it ranges from 245 to 265; he's estimating 250. In the end, SHA gets only about \$120,000 that can actually be used; rest goes to debt service. Anything done there - \$16,000 on the outside; the rebuilding of the unit: wallboard, carpeting, painting, replacement cabinetry all can be charged to capital budget. It won't show up in operating budget. It had been discussed that if cost was \$100,000, the unit would just be closed. Now, if it's \$50,000, Mr. Marra is suggesting to do the Arrid basement work. GO1 has existed 30 years and flooded twice in the past 15, possibly from ground water. Vice-Chairman asked if they spend the \$16,000, is \$6,000 being thrown away because that will fix it. ED Marra said he doesn't want to put a tenant in there and then it floods again. Two things can be done without doing that: (1) is that it's still jetting the underground storm water drains under and around the building, and build the wall for \$16,000. If the money is taken, and the unit is rebuilt, in a very bad rainfall or next fall in hurricane season, and it floods, everything put in there will have to be replaced again, move the tenant, and then put Arrid in. No one can tell Mr. Marra where the water is coming from – underneath ground water; landscaping is terrible and dirt up against the window. He believes storm water is flowing well, and there would be a lot more problems on the property if that were the case. There are no plans showing the schematic; Arrid doesn't have a record of doing this particular job. Arrid said they didn't do the job, when Mr. Marra showed them the problem, and Mr.

Marra wasn't accusing them. Getting people to rent a G-floor in The Towers isn't easy; it's a one-bedroom, but sub-surface.

Vice-Chairman Schlemm asked Mr. Burke about the bond, that it was not on the list of approved Treasury (inaudible). How does that affect SHA if they go ahead and accept the contract? Mr. Burke read parts of the contract out loud and said he would look at it more closely and get back to the Board. The contract can be awarded in March and tabled for now.

Motion to table RESOLUTION #2016-5 – AWARD OF CONTRACT FOR WATER INFILTRATION MITIGATION @ 600 COUNTY AVENUE made by Vice-Chairman Schlemm; seconded by Treasurer Fairman.

VOTE: AYES/All Present Commissioners (4)

Absent: Adriaenssens/Jodice/Grecco

Mr. Marra spoke on renovation of 99 bathrooms at The Elms. Hopefully, last punch list is being worked on. The main issue is about permanent sealant. The company thought it was a clean-up job on sealant. Mr. Marra explained in detail to the two men who hadn't worked on it before and one was co-owner of Geocon, how they just put one sealant over the first one and it never adhered to the shower – scrape it out, clean it and redo it. Basically, there are about 15 other items to do also. Now they're on the fifth floor and no weep holes had ever been punched in the tubs starting on Floor 5 and working down. Mr. Marra checks on their progress every day. Mr. Marra added if architect comes back one more time, legitimately, he can ask for more money. Part is Geocon's fault. If architect charged \$600 to come back, Mr. Marra would go to Geocon for the time he spent.

Mr. Marra spoke about the Capital Fund Program Report through 12/31/15. There is no money left, it has been used completely. Money left is from debt service. In preparation for 2016 Capital Fund in which he has access to \$100,000, the possible estimated uses are: Quality 1st Construction; ARRID; Complete Renovation of GO-1; Garbage Compactor (RIT); Replacement of Condenser Unit and air handler (The Elms CR) – from 1974 – and SHA is trying to make that building as energy efficient as possible. When air-conditioner comes on in their Community Room, it's very noisy; Computer Upgrade to SHA Server as office is working off two servers. Records are continually backed up. Something using The Cloud needs to be purchased. The servers are 2003 and 2010; Mr. Marra wants to move everything over to 2010. The IT man gave a ballpark figure of \$5,000.

DED Naszimento spoke about replacing the medical pendant system at The Elms. It is obsolete and not enough pendants are available for apartments. He has received one quote for \$10,000 to replace entire system and all the pendants, but they've already told him pendants only last three years; can no longer be opened to change the battery, so batch would have to be replaced

every three years. They monitor the alarms currently – Union Alarmtronic – and SHA pays \$500/year for the monitoring of pendants. Mr. Marra found another company for a second quote. While at a meeting in Union, he spoke with people from another company, and their price was better. TYCO monitors the other two buildings. Chairman Harper said replacement every three years can be costly; if it's reasonable, that's good. Mr. Marra said it seemed like you don't purchase the pendants, you lease them. System is installed for a certain amount of money, monthly charge and they replace batteries if they run out, etc. This company also comes to test the system. Mr. Marra had to pay Union Alarmtronic \$800 to come and test. Harry helps the man with the testing, as it would be too expensive to put three maintenance men on that job.

Other project mentioned was control system for heating system @ Kroll Heights, which needs to be replaced.

HOUSING CHOICE VOUCHER (HCV) PROGRAM

DED Naszimento reported for January 1st there were 219 active vouchers. \$183,478 was spent, which is about \$1,500 less than what was targeted normally. He issued five more vouchers; four will be leased up to February 1st and \$187,000 approximately will be spent. Mr. Naszimento does not contemplate issuing any more vouchers for 3-4 months. It's been one year since list was opened, and a little more than 20 percent of the entire list has been moved through. It will be perhaps three years before SHA gets through the whole list.

OTHER

Mr. Marra gave copies of January/February SHA calendars to the Commissioners in their packets. Chairman Harper spoke about the NJNAHRO & MARC NAHRO Joint Annual Conference April 25-27 in Atlantic City. This revolves around the Atlantic Council of Pennsylvania, New Jersey, Maryland, Delaware and Virginia, which is all housing.

REMARKS OF CITIZENS – nothing at this time

ADJOURNMENT

Motion to adjourn made by Vice-Chairman Schlemm; seconded by Treasurer Fairman.

VOTE: AYES/All Present Commissioners (4)
Absent: Adriaenssens/Jodice/Grecco

MEETING ADJOURNED AT 8:17 P.M.

Respectfully submitted,

Deborah L. Alvarez
Secretary/Transcriber