

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

March 28, 2019

This is a condensed transcription of the taped minutes as taken on Thursday,
March 28, 2019 at Imprevduto Towers, Secaucus, New Jersey.

Executive Director Christopher Marra opened the meeting.

ROLL CALL

Present: Chairperson Michael Schlemm
Vice-Chairperson Michael Harper
Commissioner Richard Fairman
Commissioner Patricia Mondadori
Commissioner Carmen Rivera

Also Present: Executive Director Christopher Marra
Charles D'Amico, ESQ., Counsel to the Board

Absent: Commissioner Michael Grecco
Commissioner Antonio Suarez

FLAG SALUTE – Pledge of Allegiance

OPEN PUBLIC MEETINGS ACT:

“Adequate notice of this meeting, as required by the Open Public Meetings Act, has been provided by the filing of an Annual 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 on December 19, 2018. 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.”

PREVIOUS MINUTES OF FEBRUARY 28, 2019

Motion to accept minutes made by Commissioner Harper; 2nd by Commissioner Fairman.

VOTE: AYES/All Present Commissioners (5)

Absent: Grecco/Suarez

PAYMENT OF CLAIMS: MARCH 2019

ED Marra noted March 31, 2019 ends fiscal year. Chairman Schlemm asked about California Roofing; was it about water damage at The Elms. ED Marra answered some was water damage; some because ceilings were cracking, and money was accounted for from \$28,000.

Ferguson Appliances' bill was stoves, refrigerators and some air-conditioners; mostly stoves/refrigerators now. ED Marra noted Ferguson purchased Carl's Appliances; Carl's still exists on Route 17, but billing comes through Ferguson. Commissioner Fairman asked if SHA pays list price or a discount. ED Marra doesn't think SHA is paying State contract price, but SHA paying the lowest. Tenants have 20-inch stove @ \$229. Refrigerator under \$500. Ferguson uses union drivers, wanting to drop 10 stoves at front of building. Carl's brought them into the building, puts them in closet.

Chair Schlemm asked about plumbing repairs at The Elms – is it part of shower problem resident was having -- 43 43? ED Marra thought it was more than one bill from Magic Touch. Chair Schlemm asked about 517 and 306. ED Marra said window replacement was 306; new kitchen cabinets in 517, which were in horrendous condition, probably 20 years old – on a turnover. He also asked as to dryer @ The Elms. ED Marra said everyone in Towers and The Elms has new washers/dryers.

Motion to approve made by Commissioner Harper; 2nd by Commissioner Rivera.

VOTE: AYES/All Present Commissioners (5)

Absent: Grecco/Suarez

FINANCE COMMITTEE

ED Marra contacted Mr. Katchen re: amended budget. In total anticipated revenues for original 5-7-2-5-7-0-6 was revenue. Appropriations were 5-4-2-5-0-4-2, about \$299,000, in a reserve. Take amended budget, revenue stays the same, appropriation goes up \$150,000.

ED Marra read Resolution #2019-4 – Amend Budget to the audience. First, amended budget is approved, then Resolution #2019-6 adopts the budget. He noted reserve is \$149,000, which will be used in terms of communication to Dept. of Community Affairs for Energy Efficient Program at The Elms. The State will not ask at the end of the fiscal year if we used all of the \$150K on energy efficiency.

RESOLUTION 2019-4

(A resolution to amend the proposed budget submitted
to the NJ DCA on January 24, 2019)

WHEREAS the Board of the Secaucus Housing Authority had previously submitted their 2018 budget to the NJ Department of Community Affairs for approval, and”

WHEREAS, the Authority is desirous of amending the resolution to reflect the proposed total revenue and expenses identified on the approved budget. Whereas the following are amended:

	Original	Amended
Total Anticipated Revenue	\$5,725,706	\$5,725,706
Total Appropriations	\$5,425,042	\$5,575,042

and; WHEREAS the proposed changes have been approved by the Board of Commissioners of the Secaucus Housing Authority.

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Secaucus Housing Authority approving the amendment to the 2019 approved budget resolution and authorizing the Executive Director to send to the State of New Jersey Bureau of Authorities this resolution

Commissioners	Ayes	Nays	Absent
Chairman Schlemm			
Vice Chairman Harper			
Commissioner Fairman			
Commissioner Grecco			
Commissioner Mondadori			
Commissioner Rivera			
Commissioner Suarez			

Motion to approve Resolution 2019-4 made by Commissioner Harper; 2nd by Commissioner Mondadori.

VOTE: AYES/All Present Commissioners (5) Absent: Grecco/Suarez

RESOLUTION 2019-6
2019 ADOPTED BUDGET RESOLUTION

SECAUCUS HOUSING AUTHORITY

FISCAL YEAR: FROM: 4/1/2019 TO: 3/31/2020

WHEREAS, the Annual Budget and Capital Budget/Program for the Secaucus Housing Authority for the fiscal year beginning April 1, 2019 and ending, March 31, 2020 has been presented for adoption before the governing body of the Secaucus Housing Authority at its open public meeting of January 24, 2019; and

Monthly account balances report ends at 2/28/19. On 3/31/19 report there will be movement, particularly in rehab money market account and the IDRR money market account. ED Marra did work on certain accounts today. Roof was paid out of Account #2; paid Lee Mestres out of #2 and rehab money market reimbursed Account #2 for that. Final payments for elevator, partial fire pump, plus others were taken care of.

No NJSEM report this evening. Mr. Marra noted he's kept a record from 2014 through 2018 of electric/gas bill at The Elms. In 2014, SHA spent \$174,000 for 12 months at that building – just electric. In 2018, \$130,000 was spent for just electric. Milestones at that building were pointed out to tenants: joining SEM, demolished greenhouse which was using electric – 2018; in 2014 a gas-powered HVAC unit was installed on the roof. This enabled electric baseboard heaters to be turned off in common areas, now powered by piece of equipment on roof. Commissioner Fairman and Mr. Katchen have noted also that in general, cost of electricity has gone down because cost of natural gas has dramatically gone down, which will tie into PSE&G upcoming job. PSE&G has to do an audit and have to produce enough savings in that audit to go past the step of just the audit – to do the rest of the project. You can't spend \$800K if it's going to take 25 years to pay back the \$800K, you have to generate enough savings. SHA has been generating savings, plus lower natural gas cost has helped.

New 2-year contracts for professional services are to be awarded: fee accountant, auditor and legal services. Only in legal services was more than one response received – 2 proposals which were sent out to Professional Services Committee/Finance Committee. Auditor and Fee Accountant are the same. Legal is Mr. D'Amico.

**RESOLUTION #2019-7
(Accounting Services)**

WHEREAS, the Housing Authority of the Town of Secaucus has need for fee accounting services for the fiscal year commencing on 4/1/2019; and

WHEREAS, the Housing Authority solicited for proposals for accounting services and received one (1) proposals in response to its duly advertised Request for Proposals; and

WHEREAS, the proposal was reviewed and rated by the Professional Services Committee and it has been determined that the contract should be awarded to the highest rated proposal in compliance with the RFP; NOW THEREFORE

BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the Town of Secaucus that the proposal submitted by:

William Katchen, CPA
596 Anderson Avenue
Cliffside Park, NJ 07010

in the annual amount of \$32,700.00 and an hourly rate of \$125.00 be hereby approved; and

BE IT FURTHER RESOLVED that this award has been made through a Fair and Open Competitive process in accordance with the rules of the State of New Jersey

Commissioners	Ayes	Nays	Absent
Chairman Schlemm			
Vice Chairman Harper			
Commissioner Suarez			
Commissioner Fairman			
Commissioner Grecco			
Commissioner Rivera			
Commissioner Mondadori			

**RESOLUTION #2019-8
(Award of Audit Contract)**

WHEREAS, there exists a need for financial auditing services to be rendered to the Housing Authority of the Town of Secaucus for the Fiscal year ending 3/31/2019; and

WHEREAS, the Housing Authority duly advertised and solicited proposals for these services in accordance with the requirements of HUD Handbook 7460.8 and PIH Notice 90-47; and

WHEREAS, the Housing Authority received one (1) proposal in response to its RFP and the Professional Services Committee has reviewed the proposal in accordance with its established rating system; and

WHEREAS, the highest rated proposal was submitted by the firm of:
Polcari & Co.
2035 Hamburg Turnpike, Unit H
Wayne, New Jersey 07470

BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the Town of Secaucus that a contract for auditing services be hereby awarded to:

Polcari & Co.
2035 Hamburg Turnpike, Unit H
Wayne, New Jersey 07470

in the amount of \$12,780.00 and

BE IT, FURTHER, RESOLVED that a copy of the proposal is on file in the office of the Housing Authority of the Town of Secaucus and this award was made through a fair and open competitive process in accordance with rules of the State of New Jersey.

Commissioners	Ayes	Nays	Absent
Chairman Schlemm			
Vice Chairman Harper			
Commissioner Suarez			
Commissioner Fairman			
Commissioner Grecco			
Commissioner Rivera			
Commissioner Mondadori			

RESOLUTION #2019-9
(All Legal Services)

WHEREAS, the Housing Authority of the Town of Secaucus has need for ordinary legal services for the fiscal year commencing on 4/1/2019; and

WHEREAS, the Housing Authority solicited for proposals for legal services and received two (2) proposals in response to its duly advertised Request for Proposals; and

WHEREAS, the proposals have been reviewed and rated by the Professional Services Committee and it has been determined that the contract should be awarded to the highest rated proposal; NOW THEREFORE

BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the Town of Secaucus that the proposal submitted by:

Charles M. D'Amico, Esq. LLC
700 Plaza Drive Suite 212
Secaucus, New Jersey 07094

in the annual amount of \$23,000.00 and an hourly rate of \$120.00 be hereby approved; and

BE IT FURTHER RESOLVED that this award was made in accordance with a Fair and Open competitive process in accordance with the rules of the State of New Jersey.

Commissioners	Ayes	Nays	Absent
Chairman Schlemm			
Vice Chairman Harper			
Commissioner Suarez			
Commissioner Fairman			
Commissioner Grecco			
Commissioner Rivera			
Commissioner Mondadori			

Motion to approve Resolutions #2019-7, #2019-8 and #2019-9 made by Commissioner Harper; 2nd by Commissioner Mondadori.

Commissioner Fairman questioned #2019-9, did the RFP meet its (inaudible) work product and hourly work-related to the work product that he discussed one time. ED Marra said it does have that if we are charged anything above retainer. For retainer at the present time SHA doesn't ask for in the RFP a detailed or hourly work product. If there is necessity to do something above retainer, then attorney is required to provide SHA with hourly breakdown of that work, but not for retainer. Commissioner Fairman stated he still has same views he expressed previously.

VOTE: AYES/All Present Commissioners (4)
Opposed: Fairman

Absent: Grecco/Suarez

PERSONNEL COMMITTEE

ED Marra noted when budget introduced in January, idea was introduced that Greg Kohl, custodian in the building, his classification would be changed to "maintenance man". SHA would institute then a contract with custodial company to perform all of his duties. Kohl job will be that of maintenance person; doing initially assigned to The Elms; being assigned to change 50-55 hot water heaters there, which are beginning to break down. Over past 7 years 50 have been replaced. Typically, they break when tenant is asleep and you learn of it when neighbor calls you from below. SHA men come out at 1 A.M. with shop vac to clean up. Kohl will now proactively change these.

SHA has a contractor, Magic Touch Construction (plumber) who is very good. Personnel they send know what to do, but cost more than previous company. ED Marra showed committee bills from past few months and what it costs to change a hot water heater at The Elms, ranging from \$800-\$900, not including cost of hot water heater. They send 2 people, taking 6-7 hours for the job. Greg will now do that and cost will not be near 8-\$900/as hourly rate is much different than their rate.

Ron Gallo takes vacation in summertime. This building, no one takes vacation. Greg will fill in for Ron or Harry takes vacation; Greg will fill in and not do that job. Greg will be on call and it might even be a Saturday/Sunday if you have a clogged sink; snow removal duty also. This will take effect April 1, 2019. Resolution could not be passed until approval from State for budget, and budget was adopted tonight.

When Greg finishes work at The Elms early next year, Greg will come to this building and begin to change hot water heaters here, as by that time they will be 10-11 years old.

RESOLUTION 2019-10

(Promotion of Gregory Kohl from Custodian to Maintenance Personnel)

WHEREAS, the Housing Authority is in need of a maintenance staff person fulfill the maintenance duties and responsibilities to keep the Authority's buildings and equipment in good working order; and

WHEREAS, the Authority plans to use this position in a manner that will reduce the cost of outside contractors; and

WHEREAS, the Housing Authority has employed Gregory Kohl as a custodian for the past seven years and Mr. Kohl when called upon to perform the tasks and responsibilities of the maintenance staff has done so in a professional and efficient manner; and

WHEREAS, the creation of this position and promotion of Mr. Kohl was discussed at the January 28, 2019 meeting with the introduction of the Authority budget for the new fiscal year beginning April 1, 2019.

NOW THEREORE BE IT RESOLVED, by Board of Commissioners of the Housing Authority of the Town of Secaucus will promote Gregory Kohl from the position of custodian to maintenance personnel effective April 1, 2019; and

BE IT FURTHER RESOLVED that the starting salary for this position be \$53,690.

Commissioners	Ayes	Nays	Abstain	Absent
Chairman Schlemm				
Vice Chairman Harper				
Commissioner Suarez				
Commissioner Fairman				
Commissioner Grecco				
Commissioner Rivera				
Commissioner Mondadori				

Motion to approve Resolution #2019-10 made by Commissioner Harper; 2nd by Commissioner Rivera.

VOTE: AYES/All Present Commissioners (5)

Absent: Grecco/Suarez

ED Marra added Greg is excited about new job and it will help the Authority. When Ron and Harry went on vacation, Greg was made a maintenance person, modifying his salary during those 2 weeks. In May he will have been with the Authority 7 years.

BUILDING & GROUNDS

ED Marra sent home with Commissioners an agreement with PSE&G and 3/18/19 memo from Mr. D'Amico, Esq., explaining agreement. Subsequently, 3/25/19 PSE&G sent other agreements to ED Marra, which are part of master agreement going forward. Mr. D'Amico, upon review, wrote the resolution #2019-11. This project is specially being done at The Elms – energy efficient project.

Mr. D'Amico explained with respect to PSE&G project, they submitted 14-page agreement which must be entered into in order for them to begin looking at said project: called Master Customer Agreement. After reading it, Mr. D'Amico noted it did not say that PSE&G is not going to ask SHA to pay them back X-percent. Other documents that were supposed to be attached were not. Mr. D'Amico read 3 documents that were now supplied, and they do not say it either. Mr. D'Amico is stating, if SHA goes through with project right now, SHA doesn't know how much, if any, SHA will have to pay back to PSE&G. End amount cannot be anticipated as way he reads 3 documents; they say Repayment Agreement, which is not entered into until after they do engineering.

Repayment Agreement is when you find out what they think they'll give as a grant or they want you to pay back. Whatever the number is they want paid back: 80%, 70%, 100% -- they will amortize for SHA over a 5-year period adding that number to SHA's bill, interest free. \$100,000 over 5 years is \$20,000 on top of what your bill is now. You don't know at this time how much you will have to pay back, if any. The Master Customer Agreement they want you to sign before they begin anything: 1. They do an audit of The Elms to see if they install new equipment, it will save SHA money. After the audit if SHA would only save 1% on the bill, they would probably not continue with the project. Should they say that, SHA doesn't owe them any money? However, if they say, we believe if you continue with project, you will save 40% on your bill, and we want to continue and SHA says no, then you owe them half the cost of the audit, which they anticipate to be less than \$17,000. So most SHA would pay is \$8,500, should SHA say they don't want to proceed with project.

Phase II is next – engineering part of it. They will give a dollar figure of what it will cost them, which will be calculated into total amount of money that they give SHA. They may at the end say we want you to pay us back this percentage, which would contain engineering cost. ED Marra will get a copy of engineering report submitted to PSE&G. Then ED Marra will review it and determine if project should proceed. Mr. D'Amico wrote Resolution to state ED Marra won't make that determination, but come before the Board, which is Step 3. However, Resolution states ED Marra can determine if Step 2 should proceed. Mr. D'Amico added the Board is giving ED Marra to enter into this 14-page Master Customer Agreement. Mr. D'Amico read Resolution to the Commissioners.

(Attachment) PSE&G does not know at this time how much it will cost. Engineering Report will determine cost.

ED Marra added if PSE&G shows sayings, SHA says go ahead and write it up. MaGrann Associates write up bid document; project goes out to bid and SHA awards contract. PSE&G does not award contract. Discussion by MaGrann re: project manager because actual procurement, following NJ Public Procurement Laws, so it goes out to bid; SHA awards bid based on Public Contract Bidding Laws.

Chairman Schlemm reiterated SHA follows all the rules that SHA has on 3 bids; negotiate, etc. In essence SHA takes control of that. PSE&G does have the right to say we don't like these people, low bidder doesn't have skills to do the job, and then PSE&G won't put out money. ED Marra noted this was similar to Johnson Controls contract, taking bids, they wrote up specifications, engineering report, hired engineering company, but in the end bids received were too expensive. Upside is there is preservation of money by the Authority that you see held in the bank statements. SHA doesn't pay for the audit; SHA doesn't lay out money for audit; next phase – someone is awarded contract to do the job – SHA hasn't laid out any money. PSE&G says okay, we pay 50% and SHA pays 50% over 5 years/60 months; interest free.

Mr. D'Amico spoke with his client that did this and was told savings were substantial. Commissioner Fairman asked what time line from beginning to end is. Rachel/PSE&G wanted paperwork back; ED Marra explained it was necessary to bring it to Commissioners. His feeling is audit can be done and underway during 2nd quarter of 2019. PSE&G is somewhat familiar with this building as they did a small audit on The Elms 3-4 years ago. Audit could be done by end of June. PSE&G has funding cycles. After ED Marra sends it to her, she can probably give him a better answer on time. ED Marra says from today probably 18-24 months.

Commissioner Fairman asked what incentive by PSE&G in doing this is; what's the actual physical thing that they're going to do to our property. ED Marra said incentive is to lower usage by their customers because it helps them. PSE&G isn't really doing anything except managing whole process as it is a private contractor that comes in. They work with MaGrann in terms of making sure equipment they install.

Commissioner Fairman asked what incentive by PSE&G in doing this is; what's the actual physical thing that they're going to do to our property. ED Marra said incentive is to lower usage by their customers because it helps them. PSE&G isn't really doing anything except managing whole process as it is a private contractor that comes in. They work with MaGrann in terms of making sure equipment they install. MaGrann could say we are going to remove air-conditioners out/heaters out – change all of common area lighting.

ED Marra noted 3 parts to project, but other things could come in after audit is completed: 1 – breaker box in everyone’s unit has to be replaced; 2 – heater and air-conditioning removed; installation of a variable refrigerant drive (VRF); 3 – building’s envelope. One a/c gone, there are 100 a/c sleeves that must come out; building has to be sealed. That counts as “energy efficiency”.

Commissioner Fairman asked if this was in original capital expenditure to RAD. ED Marra answered yes, one of 4 projects; number between 800 and \$850,000. Total amount for 4 projects was \$1.4 million – two roofs, air handler and this project. \$1 million to cover SHA for 20 years.

Chairman Schlemm asked what does SHA have to pay for if plan doesn’t go forward. Mr. D’Amico answered all of the engineering costs – 100%. ED Marra noted SHA has replaced 3 big pieces of equipment since he started with SHA: air top roof handler; replaced outside HVAC that air-conditions lobby and offices; and replaced HVAC unit that air-conditions Community Room all in past 7 years. HVAC on unit replaced in 2014. Community Room was done in 2016. One outside replaced in 2011 when ED Marra started here. Discussion followed and it was felt this is found financing money, and enables SHA to spread cost over 5 years with savings.

Resolution #2019-11

RESOLUTION AUTHORIZING THE SECAUCUS HOUSING AUTHORITY TO ENTER INTO THE “MASTER CUSTOMER AGREEMENT” WITH PUBLIC SERVICE ELECTRIC and GAS (PSE&G) TO PARTICIPATE IN THE RESIDENTIAL MULTIFAMILY HOUSING PROGRAM

WHEREAS, The Secaucus Housing Authority,[herein after the SHA] a public body created and organized pursuant to and in accordance with the provisions of the Laws of the State of New Jersey owns, maintains, manages, and is responsible for the property located at 777 Fifth Street, Secaucus, New Jersey, hereinafter referred to as “The Elms”, and;

Whereas “The Elms” is a Residential Multifamily Housing development, and;

WHEREAS, The SHA has determined that the air-conditioning and heating units existing throughout the residential units of “The Elms” are antiquated and inefficient, and;

WHEREAS, The SHA has applied to Public Service Electric and Gas (herein after PSE&G) to participate in its New Jersey Board of Public Utilities (NJBPU)

approved “Energy Efficiency 2017 Initiative” which offers Residential Multifamily Housing developments a program that finances energy efficiency investment opportunities to systems such as lighting, HVAC, building envelope, motors and others that are appropriate and cost effective that meet the program requirements,(herein after “The Program”), and;

Whereas, PSE&G has performed a review of the SHA application and has agreed to perform an energy audit of the Elms to determine if the SHA may benefit from participating in “The Program” upon the SHA submitting an executed Residential Multifamily Housing Program “Master Customer Agreement” to PSE&G, and;

Whereas, the “Master Customer Agreement” indicates that if the SHA chooses not to participate in the program, pursuant to the terms of the audit mentioned in the paragraphs above, the SHA must reimburse PSE&G for fifty percent (50%) of the Audit costs in an amount not to exceed \$8,500.00, in a one lump sum payment within sixty (60) days of the completion of the audit, and;

Whereas, the costs of the audit mentioned in the paragraphs above will be waived by PSE&G if the SHA proceeds to the next phase of “The program”, which is the execution of a “Limited Notice to Proceed Letter”, in which the SHA agrees to proceed with “the engineering phase of the program,” and;

Whereas the Master Customer Agreement, states the SHA is responsible to repay PSE&G one hundred percent (100%) of all costs associated with the Engineering Phase of the program and those costs will become immediately due and payable to PSE&G, should the SHA elect not to proceed with participation in the Program, “after [that] phase of the program has begun or has been completed...”, and;

Whereas, it has been deemed to be in the best interest of the SHA and the residents of “The Elms,” to participate in the first two phases of the “The Program” and permit PSE&G to conduct the audit and then permit the Director of the SHA to review the terms of the audit and make a determination as to whether the SHA should proceed to the Engineering Phase of the program;

NOW THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE TOWN OF SECAUCUS:

That the Executive Director of the SHA is hereby authorized to execute and enter into the Master Customer Agreement and accept the terms stated therein on behalf of the SHA, and;

That after review of the audit, if the Executive Director of the SHA believes that it is in the best interest of the SHA and the residents of the “The Elms”, to proceed to the next phase of the project, the Engineering Phase of the program, he is hereby authorized to enter into the “Limited Notice to Proceed Letter” and accept the terms stated therein on behalf of the SHA, and;

That the Executive Director of the SHA is hereby authorized to expend any costs demanded by PSE&G consistent with this resolution and the Master Customer Agreement for “the audit”, and/or the “Engineering Phase” of the program, and;

That the Executive Director shall seek advice and consent from The Board of Commissioners of the SHA after the Engineering Phase of the Program has been completed to determine if the SHA should continue to proceed with “The Program”.

Motion to approve Resolution #2019-11 made by Commissioner Harper; 2nd by Commissioner Mondadori.

VOTE: AYES/All Present Commissioners (5)

Absent: Grecco/Suarez

UPDATE ON FIRE PUMP AT THE ELMS: Copamontebono got their stuff together; walk-through on Friday, March 29th at 10 A.M. Bail bidding is on Thursday, April 11th at 10 A.M. hoping to award contract at April 25th regular meeting costing between \$40-\$50,000 – also replacing an original piece of equipment in The Elms.

Residents were sent notice on March 15th with Suez letter regarding drinking water. Subsequently, there is contract with Garden State Laboratories, a New Jersey State Certified Laboratory, taking 20 samples, 7 from Towers, 6 from Kroll Heights, 7 from The Elms which were sent out last week. When results are received, everyone will get a copy of that as well.

HOUSING CHOICE VOUCHER (HCV) – DED Jake Naszimento

For month of March total amount of available funds spent was \$185,618, broken down as \$161,786 being spent on tenants residing in Secaucus; remaining \$23,832 is spent on port-out families residing outside of Secaucus. SHA is continuing to update its Section 8 waiting list and letters have been sent to applicants informing them of their placement on list. Over 500 applicants were removed or purged in the process, some names from as early as 2001; 2011; 2015 and other times when list was opened.

ED Marra added 169 Section 8 applications; about 120 from Secaucus residents. Everyone who got their application in on February 4th, were under false impression that on February 11th, they'd all get a voucher. They called, ED Marra spoke with them explaining it doesn't work that way/and how it does work. They all got letters with instructions on how to look up their position on both lists either internet or SHA web site. He is trying to reduce telephone calls to Authority. People on Apr. 4th got letter to come to Kroll Heights to learn about how process is going to work. 50-55 of 169 of people applying on 2/4 showed up. Perhaps they'll invite others from 2/5 and 2/6 to come one day; 2/7 and 2/8 at another time, hoping to reduce phone calls to Office. Recertification season coming up and phone calls are time-consuming.

CORRESPONDENCE

Email from law firm that's covering the Operating Reserve Offset Lawsuit, check is almost in the mail; haven't asked for more money.

OTHER

ED Marra wants Staff to attend Nan McKay training sessions in Newark, N.J. May 21-23 in Newark. NJNAHRO has arranged for Nan McKay to teach a specific class. They never come to N.J., always going to Philadelphia. Everyone is going and office will be shut for 3 days. You learn and take test for a certification. According to Mr. Snyder, Nan McKay is experts on Section 8. It will be at a new recreation facility on the water right off of Route 21. Everyone from Secaucus Office will commute; breakfast and lunch included. Commissioner Fairman noted they are a California company.

REMARKS OF CITIZENS

LINDA CROWLEY, #304 – most were concerned about water. When Greg leaves, who will clean hallways and laundry room? ED Marra said it will be a company. Floor in laundry room needs scrubbing.

She also asked about the water samples and saw article on TV, but Secaucus was not mentioned.

ADJOURNMENT

Motion to adjourn made by Commissioner Harper; 2nd by Commissioner Mondadori.

VOTE: AYES/All Present Commissioners (5)

Absent: Grecco/Suarez

Respectfully submitted,

Deborah L. Alvarez
Secretary/Transcriber