

STATE OF NEW JERSEY
HACKENSACK HOUSING AUTHORITY
65 FIRST STREET
HACKENSACK, NEW JERSEY 07601

THURSDAY, JUNE 9, 2016

(This is a condensed version of the taped minutes of the Regularly Scheduled Monthly Meeting of the Hackensack Housing Authority commencing at 6:00 P.M.)

Executive Director Anthony Feorenzo called the meeting to order.

ROLL CALL

Present: Commissioner Michael Allegretta
Commissioner Blanche Stuart
Chairman Anthony Stassi
Commissioner May D'Arminio
Commissioner Marie Dukes

Also Present:
Anthony Feorenzo, Executive Director
William F. Snyder, Consultant to the Board
Scott Fahrney, Esq., Counsel to the Authority

Absent: Commissioner Tasha Russell
Commissioner Gino Tessaro

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 Building, and delivery of same to the Bergen Record & Star Ledger on 12/4/2015. 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

Pledge of Allegiance recited by all present. Moment of silence held in respect for firemen, police officers and those in the Armed Services.

APPROVAL OF PREVIOUS MEETING MINUTES – MAY 12, 2016

Motion to approve minutes made by Commissioner Stuart; seconded by Commissioner D'Arminio.

VOTE: AYES/All Present Commissioners (5)

Absent: Russell/Tessaro

RESOLUTION #2016-14

1. RESOLUTION #2016-14 – APPROVAL OF TENANT SELECTION PLAN RELATED TO RAD DOCUMENTS

Motion made to approve Resolution #2016-14 made by Commissioner Stuart; seconded by Commissioner Dukes.

ED Feorenzo explained this resolution was tabled at the May meeting, so Commissioners would have another month to review it. Meeting held today with two Commissioners in Occupancy Department and review completed. ED Feorenzo stated once this goes to HUD and is approved, it does not take effect until closing and HHA is RAD converted, which could be November-December. Even after that there will be other meetings and review of other documents: Affirmative Fair Housing Marketing Plan; House Rules, and even after all those documents are approved by HUD, members will meet periodically as a committee and make changes to this policy. It is a work in progress as long as members are on the Board. Anything can be changed as long as it fits into HUD's requirements.

CORRESPONDENCE

ED Feorenzo noted again there is a draft of the Tenant Selection Plan and the Affirmative Fair Housing Marketing Plan and House Rules, which go hand-in-hand with the Tenant Selection Plan. Affirmative Fair Housing Marketing Plan is required by HUD.

Mr. Snyder stated there is an Admission Continued Occupancy Policy. It is the rules and requirements for admission and continued occupancy in Public Housing; how do you get on the waiting list; how are the tenants' rents computed; inspections on units, etc. is in there. When HHA converts under the RAD Program, the new program is project based rental assistance, which requires that you have a similar document in the ACOP, but called the Tenant Selection Plan. In the front of that it references the handbook, which pertains to multi-family housing, 45-30.2. ED

Feorenzo and Mr. Snyder took a typical Tenant Selection Plan, mixed-matched-copied and paste many requirements that are currently in place in ACOP, which is now in Tenant Selection Plan. Transfer list, over-housed, under-housed, medical emergency and need to move to a different apartment were discussed. There is a parking policy in there also; how do you get a parking spot; are there numbered spots; who gets the closest spot to the front of the building; an adverse action against a tenant, called a Grievance Procedure, is included also. A tenant has a right to grieve it – sides are selected, a third person chosen mutually; a hearing is held and the panel decides ultimately the outcome of the grievance. What is currently done here has been put in the new policy. It will be gone through continually and monitored. Attached tonight is a draft form document called House Rules, which currently there is not one. The program HHA is converting to requires that there are House Rules, including: responsibilities of tenant; responsibilities of Housing Authority; HUD now requires that the tenant is met before they get the apartment and these items are gone over with them. Prospective tenant must sign it so they can never say they didn't know about anything: where do you pay rent; when you should pay rent; can you blast your radio or make noise; can you disturb your neighbors, etc. Commissioner Allegretta asked if this is just being added to Rules & Regulations. Mr. Snyder said a lot is being codified, which is a requirement of this program. For example, can you disturb your neighbors is in the lease – no, you cannot. Much was taken out of the lease and put under separate House Rules. HUD wants a separate document. Going forward a tenant will sign it when they first come in, which helps HHA if there should be an action against a tenant. Many times in a Court action, the tenant says no one ever told us that. In the future, HHA can show the Court a copy of House Rules with tenant's signature. It will be printed in English and Spanish.

PAYMENT OF CLAIMS FOR JUNE 2016

Motion to approve payment of claims made by Commissioner Stuart; seconded by Commissioner Allegretta.

VOTE: AYES/All Present Commissioners (5)

Absent: Russell/Tessaro

MANAGEMENT REPORT & UNFINISHED BUSINESS

ED Feorenzo said at May's meeting, the small TV was discussed at 175 Railroad. HHA is in the process of purchasing a flat-screen TV to put in its place next week. Cheryl was out a few days, as was ED Feorenzo on an emergency. They have since gotten together and Cheryl has spoken with friends regarding doing senior classes and some sort of exercise classes, anything seniors would like to participate in. It was attempted two years ago with little attendance. If Commissioners or any seniors have recommendations, please let the Office know. The center down the road has closed. Commissioner Stuart added it is being opened again through Bergen County Housing.

Mr. Feorenzo, Mr. Snyder, attorney and consultant for finance went to Trenton on June 8th to Local Finance Board, presented HHA case with RAD. HHA had to get approval from the Finance Board and a Resolution approving HHA financing. HHA was the first one to be heard, and it lasted 15-20 minutes. HHA is approved from Local Finance Board so HHA will go forward with financing through Mariners Bank. Part of the plan is to do kitchens at 65 First and some kitchens at Kansas Street – brand new cabinets. Mr. Feorenzo said he was looking to save some money, looked at the plywood cabinets, which are thick and beautiful. ED Feorenzo explained he looked at companies that do resurfacing and for \$1,000 could get new countertops, new kitchen doors, and kitchens will last another 30 years. In saving a significant amount of money, debt can be paid down and more projects can be done. Commissioner Allegretta thought it was a very good idea. If they do one kitchen as a mock-up, tenants would see what it looks like. Re: bathrooms, there also is a system where part of the tub can be cut out, a person can walk into the tub and cost is about \$670. Tub would be resurfaced and look brand new.

Another project: ED Feorenzo spoke with Hoboken Housing Authority. When Hurricane Sandy hit, Hoboken purchased approximately 9 generators brand new sitting in their warehouse, still with a full warranty on them. They cannot use them, as they didn't spec them out properly. He's hoping to get them 50 cents on a dollar or cheaper. They are going out to bid on 6/16 on the two projects HHA is doing at 165 Beech and Kansas Street. The generator at 175 Railroad is 200 KW, and money has not been allocated for that yet. Mr. Feorenzo can possibly purchase an \$85,000 generator for maybe \$30,000. 230 Central does not have any generator. Mr. Feorenzo spoke to Fire Marshall, showed him where it would be placed (to run elevators and emergency lighting). Fire Marshall thought it was a great idea and possible cost is \$15,000; have electrician do the work at a cost of 4-\$5,000. Commissioner Allegretta asked the brand of the generator – Genstar, which is a commercial generator. They would be warranted as they're still in the crate. If a larger generator was purchased, it would involve upgrading sprinkler pumps and other items, according to Fire Marshall. ED Feorenzo is hoping to have new generators before next meeting.

BOYS & GIRLS CLUB OF HACKENSACK/LODI

Sonia Verdade distributed her report to the Board, ED Feorenzo and Mr. Snyder. This is her latest update, last report being in April. Numbers are almost the same as last quarter. Sonia provided Hackensack School District with 2,850 flyers regarding Summer Adventure to promote the summer camp program for grades K-6. 20-25 people have responded so far. Hours are 9-3 with lunch and snack program free of charge. Slam Dunk was done through Hackensack Performing Art Center. (Pictures in booklet.) Six teenagers cleaned up park behind art center and were given t-shirts, breakfast, and lunch. Club received \$300 because that was deal art center made with Club for their help. 4 bean bags were presented along with

books for library at Club. Photos showed children at Food Bank Lesson; Vitamin C information and info on Do You Know Your Vitamins – a crossword search done together with instructors. PO Mike Williams took photographs of children for Mother's Day, printed them out and the children gave them to their parents. One bank came in and taught 3-4 graders about savings, financial literacy and money management. Two STEM projects made quick sand and surface tension taught by Bergen Academy, who volunteer their time, teaching about science, technology, engineering and math. End of the year party is June 17th. Diamond Braces came and taught dental hygiene – 29 members participated in that lesson. Each received a kit. There were two school closings the past two weeks. B&G was open 8:30-6:00 (extra snow days) and tomorrow as well. Unilever came with 25 volunteers, who hung out with the kids after they did their homework. One little boy asked the volunteers to join them upstairs for math, and was excited when they said yes. Sonia said Mike Williams donated a grill today for the end of the year bar-b-queue. Party is 3:00-6:00 PM on June 17th. 6th graders are going on a camping trip.

OLD BUSINESS, NEW BUSINESS, OTHER BUSINESS – nothing at this time

REMARKS OF CITIZENS

RUTH KENNEDY requested that at the doors in the back area the mats be cleaned as they smell and are dirty, and to please sweep the patio.

MARY JONES asked when the monthly minutes are available. ED Feorenzo said once they're approved and adopted by the Commissioners, they're posted to the web site.

ADJOURNMENT

Motion to adjourn made by Commissioner Stuart; seconded by Commissioner Allegretta.

VOTE: AYES/All Present Commissioners (5)

Absent: Russell/Tessaro

Respectfully submitted,

Deborah L. Alvarez
Secretary/Transcriber