

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

THURSDAY, MAY 14, 2015

(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.)

Commissioner Gino Tessaro called the meeting to order.

ROLL CALL

Present:

Commissioner May D'Arminio
Commissioner Marie Dukes
Commissioner Tasha McMillan-Russell
Commissioner Blanche Stuart
Commissioner Gino Tessaro

Also Present:

Anthony Feorenzo, Executive Director
William F. Snyder, Consultant to the Board
Bradley M. Wilson, Esq., Counsel to the Authority
Officer Vinnie, Hackensack Police Department

Absent:

Chairman Anthony Stassi
Commissioner Ralph Rivera

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 12/1/14. 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 FOLLOWED BY MOMENT OF SILENCE IN SUPPORT OF FIREMEN, POLICE AND UNITED STATES ARMED FORCES.

APPROVAL OF PREVIOUS MEETING MINUTES – April 19, 2015

Motion to approve minutes made by Commissioner D'Arminio; seconded by Commissioner Stuart with corrections as requested.

Commissioner Russell addressed approval of minutes because of inaccuracies, and questioned if minutes are recorded. Secretary Alvarez said minutes are condensed as noted at top of first page. Commissioner Russell said minutes are inaccurate. Secretary said she listens to what is said and it is condensed. Commissioner Russell said if a Commissioner misses a meeting, they should be able to read the minutes and understand from what's written, what occurred. The condensing is not clear and wording doesn't state what was said. Commissioner Stuart added on Page 7 that "Marcella Davis is retired. She is not retired." ED Feorenzo added "what might have been said is, she is retired from those duties. She's down at the Boys & Girls Club."

Commissioner Russell then went to Page 2 of 4/19/15, Resolution #2015-9. "Mr. Snyder explained Hackensack Housing is not required to do an annual plan, but it's been five years, so now it's a five year plan. As part of the upcoming RAD plan, you must give an update and state you are considering participating in the RAD program. The main part is budget numbers. This makes no sense." Secretary answered Commissioner Russell was here for the meeting. Commissioner Russell said "Minutes need to be clearly stated. These are posted on-line. The minutes after being approved are supposed to be posted on-line. There needs to be clarity in what one is reading." Secretary said "that's why I put at the bottom, each Commissioner had a packet containing this information." Commissioner Stuart added, "I think what she's saying is, if a tenant or any resident of Hackensack goes on-line to read the minutes, they may be confused as to what actually is being said." Secretary answered, "I've been doing this 18 years and nobody – " ED Feorenzo said there are new Commissioners. Secretary answered, "I don't know how much more extensive you want these." Commissioner Russell said, "They don't have to be extensive, I just want clarity." Secretary answered, "Unless I do it verbatim, I don't – I'm doing the best I know how to do – condense." Mr. Snyder added, "If there is a specific area that needs to be clarified or expanded on, you can do that now. What can happen is, I mean actually, she can take notes. You can still move on the minutes with those additions or corrections you want to make. Under the Open Public Meetings Act, minutes – the law requires that they be reasonably comprehensive, you know, understanding what actually happened at the meeting. In many minutes what you'll find, for example, is you don't see any of these comments. You'll see – there's only certain things that have to be in there: the time, the date, the location of the meeting, the matters being discussed and the action taken. So in many minutes what you'll

see is, for example, Resolution No. 2015-9, it will have the resolution, it will actually have the formal resolution, it gives you a little description of what it is, and the only thing you would see is the motion made by Commissioner D'Arminio, you know, seconded by Commissioner Russell and the vote. That's all the law really requires. This does get into a lot more and it's, I think what she's saying is, she's listening to the tape and she's extracting pieces and a lot of times, those pieces she's just putting in there and missing other pieces. So, the question is, whether it should be verbatim. I've looked at verbatim minutes. I don't like them because it's like reading a book and then, the other side, nothing at all. And it's on a compromise. What I would suggest is, maybe Tony take a look at them before each meeting and before the meeting if you have questions on something you want to clarify, contact him, then we'll know what it is ahead of time and then when we move on the minutes, they could either be revised or that stuff could be added or corrected." ED Feorenzo said, "I understand what Tasha is saying. When the public goes – they don't understand what's supposed to be on the minutes and what's not, and if they're reading, some might be confused. Is that what you're trying to say?" Commissioner Russell stated, "There's been a lot of misspoken things. If I go back – I can go back a few months, it's like a lot of misspoken, so if you're listening to it on a tape recorder. It's impossible to put that down, if you're listening to it and you totally –" Secretary asked for places where mistyped. Commissioner Russell said absolutely. Secretary said she doesn't make up what is said, and listens. Commissioner Russell said, "I've taken minutes before. Sometimes you jot down something. You might not remember it clearly. I don't know if you're literally listening to the tape." – Secretary answered, "Yes, I am literally – for 38 years I transcribed for Court Reporters and I did it verbatim and I still do it verbatim, but these have always been condensed. So I don't know what to tell you. But certainly, you can't afford a Court Reporter to do it verbatim. It's \$3.75 a page; it's \$200 for them to walk in the room." Commissioner Russell said, "Paraphrasing still could be clear, and based on – there's been quite a few times that it's been misspoken on what I said. I do remember what I said, and it's been misspoken." Mr. Snyder said it can be corrected. Commissioner Russell requested minutes be given well in advance in order for her to clarify them. Commissioner Stuart added that minutes were posted before being approved. ED Feorenzo said he corrected that. March minutes were under April, and it was corrected.

Secretary said she cannot do it sooner than 10 days. Commissioner Stuart said she received her minutes yesterday. Mr. Snyder suggested to ED Feorenzo, but getting them a month ahead of time, there would be too many things happening and things wouldn't be in the agenda. Mr. Snyder suggested if the Commissioners have email capability, ED Feorenzo scan it and email it to them. Commissioners would still get a hard copy for the meeting, but get them ahead of time for review. ED Feorenzo said when he receives the minutes, he will scan them and send them out. Secretary talked about another job she has where there are seven Commissioners and she sends them out the minutes, and they revise them two, three times. Minutes are taken by long hand, no recording. On file name, it would

be #1 draft, #2 draft, etc. and who made the changes so they know. It's more work and Secretary charges them more money. ED Feorenzo said when the minutes come back, if they are not correct and there are comments, and a couple extra dollars to have them revised, they'll do it. Mr. Snyder didn't care for the idea of Secretary sending out minutes via email. Mr. Snyder prefers minutes come to HHA, Commissioner says that's not what I said or accurate and I want it changed. It will be written on the minutes, move on the minutes with the understanding that they've been revised and here are the revisions. Secretary will then revise them at home and email back to ED Feorenzo. Mr. Snyder said they could even change it, as long as in a word format. It would be posted and then the Commissioners could look at the revised version. If that's not accurate as discussed, then they'll be revised after the fact. Mr. Snyder said Commissioners should have minutes by next meeting, which they actually try and do. There are some public entities where minutes are not available for 3-4 months at a time. If the Commissioners have a tablet, let ED Feorenzo know, it will save a tree.

Commissioner Russell still had an issue with clarity. Mr. Snyder said, "If there is some area that you don't think is clear, what you do is literally write on it – write on her section of it or make a note to say 'I think this would be a better explanation. So as we go to approve them, we can say I'd like this statement added in, that I think would be clearer to anybody else looking at it and we can do it right here and move on. Also, when they're brought up on the web site, you can look at them to make sure we got it right.' ED Feorenzo said minutes are not to be posted until they are approved.

VOTE: AYES/All Present Commissioners (5)

Absent: Stassi/Rivera

Mr. Snyder explained about roll call votes. In many public entities in the interest of expediting "all in favor" especially in a small gathering, you can do a roll call vote, specifically when it deals with financial issues. If Commissioners ever want a roll call vote, just ask and it will be done that way.

RESOLUTION #2015-10 – APPROVAL OF TECHNICAL CONSULTANT CONTRACT

Motion to approve made by Commissioner Stuart; seconded by Commissioner Russell.

ED Feorenzo said it was an RFP given for consulting. Mr. Snyder has been consulting with HHA for a few years. RFP was sent out and advertised in Star-Ledger and The Record. None were received except for Mr. Snyder's. His price remains the same as it was for two years previous. There are no additional charges added for RAD, and is a major help to HHA, as HHA does not have a Deputy Director.

VOTE: ROLL CALL

Commissioner Russell	Yes	Commissioner Stuart	Yes
Commissioner Tessaro	Yes	Commissioner D'Arminio	Yes
Commissioner Dukes	Yes	Absent:	Stassi/Rivera

CORRESPONDENCE

7.1 – RFP FOR PHYSICAL CONDITION ASSESSMENT

ED Feorenzo explained last month RFP was sent out; numbers came back quite high. Mr. Snyder and ED Feorenzo looked at numbers, looked at the firms and most were not qualified to do this work after consulting with them. RFP sent out again and at 10 AM today, more were received. Mr. Feorenzo gave Commissioners a spreadsheet –Crest Consulting (ph.), Tempra Associates (ph.) were the two lowest. EMG has done this in the past. These bidders will be reviewed starting Monday to see what authorities they've worked for, what experience they have in this, make a decision and have a resolution at June's meeting. Mr. Snyder added the lowest priced proposal was from Lothrop (ph.) and when Mr. Snyder called to discuss it, asking if they had ever done it before, but after asking more specifically, it was clear they'd never done work of this type before. Mr. Snyder explained what work was about; company called back a week later, said they understood and could do the work. Mr. Snyder said at the \$30,000 as quoted, but they said they needed more money - \$50,000. Another proposal was at \$50,000, without experience so both men decided to do another RFP and this is the result. EMG does this work; the other two will be checked out.

ED Feorenzo added those at the convention and attended classes, know that PCA is totally different from previous inspections that were required, and is a lot more involved. Mr. Snyder said this is for the RAD conversion.

7.2 SMOKING SURVEY FOR 230 CENTRAL AVENUE

Mr. Feorenzo said smoking survey was done, as requested. He received eight responses from 230 Central all requesting non-smoking. It wasn't a big response. Because of the low number, Mr. Feorenzo is recommending leaving it as is, unless another survey is requested. At convention Mr. Feorenzo said one of the association leaders mentioned there are discussions with HUD about making all of public housing non-smoking, but not sure how they're going to act on it. Mr. Snyder said HHA is a different situation because Oratam Court is a low-rise; 230 Central is high-rise, with central ventilation system, similarly to elderly building from a health risk standpoint, which is why family units have not been pushed, they're 2-3 stories.

Commissioner Russell said she did not receive an attached copy of the smoking policy for senior buildings. ED Feorenzo said he'd get her a copy; but it should be in the big packet when she became a Commissioner. Commissioner Russell said she moved not to redo the smoking survey. Other Commissioners agreed.

7.3 ASSIGNED PARKING FOR ORATAM COURT

ED Feorenzo reported HHA bought some numbers, cleaned all the parking spaces, relined them and everyone was numbered. Stickers are being made up and every individual sticker will have parking space number on it. **If that car is not in that parking space, it can still get a ticket.** Nobody will receive their parking decal unless they have proper registration, insurance, and certificates to the Housing Authority, and it must be done annually. 17 people who answered the survey wanting the parking assigned will get their choice of parking spot.

7.4 SENIOR LUNCHEON FLYER

ED Feorenzo received a flyer from Commissioner Stuart regarding a free luncheon for seniors. He copied the flyer and posted it on bulletin boards of all senior buildings to see if anyone was interested in attending.

PAYMENT OF CLAIMS FOR MAY 2015

Motion to approve payment of claims made by Commissioner D'Arminio; seconded by Commissioner Stuart.

Commissioner Russell asked what the payment date was – May 6th to what? She has a list and wants to know what the payment scheduling is. Mr. Snyder said it's probably to the meeting date – May 15 to day of meeting, because that is when checks are generated and Board members come in and sign checks. Mr. Snyder categorizes it as this month's bills are May's bills. Commissioner Russell said it was listed May 6th to May 6th. The date is always wrong. ED Feorenzo said he should have corrected it, it should say from day after the meeting to the day of the meeting. Mr. Snyder inquired if it had date of check. Commissioner Russell said no. Mr. Snyder asked if it has name of vendor and amount. He'll get more information and also check computer program they use, which could give more information.

Commissioner Stuart asked if ED Feorenzo was paid monthly or bi-weekly. Mr. Feorenzo said bi-weekly, same as other employees. Mr. Snyder said payroll should not be on bill list. The amount listed for ED Feorenzo was a reimbursement for conference.

ROLL CALL: VOTE:

Commissioner Russell – Yes
Commissioner Stuart – Yes

Commissioner D'Arminio - Yes
Commissioner Tessaro – Yes

Commissioner Dukes – Yes

Absent: Stassi/Rivera

Commissioner Russell asked which Commissioners sign the checks. ED Feorenzo said Mr. Stassi, May D'Arminio, himself and the bookkeeper – three signatures are required. Mr. Snyder added sometimes there is difficulty in getting people to come to the office to sign checks to get them out. The signatories are: Anthony Stassi, May D'Arminio, Anthony Feorenzo, Blanch Stuart. Mr. Snyder said they like to have people who can come in during the day.

MANAGEMENT REPORT & UNFINISHED BUSINESS

ED Feorenzo reported the Boys & Girls Club would like to have a fair on September 19th. Cori Santana spoke requesting permission to have a street fair between Newman Street to Lee Place. It would basically be a celebration for the five years at Hackensack and also be a fund raiser. Hopefully, there will be vendors; items for adults with needs. It would be open to everyone from Hackensack, performers, live bands; and she is requesting to use the parking lots from B&G Club for mechanical rides and what not. ED Feorenzo asked this would be the interior lots on 9/19 and 9/26 is the rain date. Commissioner Stuart who is paying for the band?

MIKE WILLIAMS, 2nd V.P., introduced himself at this point stating that he'd had a meeting with Mike Nardino today. They hope to have a 5-year celebration here in Hackensack commemorating service to the children and community of Hackensack. They hope to solicit sponsors for the vendors to help pay for the attractions. Mike tries to keep the cost down or make everything free as much as possible. The more sponsors for vendors, the less people would have to pay to go on rides, etc. He hopes for food vendors, ice cream vendors, getting banks involved to open accounts, maybe a car dealer, health suppliers for seniors, ASPCA to perhaps have adopt-a-pet, companies that might donate a computer to be raffled off, Sheriff's Department for bike safety, AAA – Otto the Auto, fire department and police department having a safety pavilion, bouncing machines, step dancers, small job fair with local businesses, Wal-Mart perhaps, petting zoo, horse back riding. These are just a few things considered at last meeting. Mike said they are hoping to bring something positive to the community, and make community aware that B&G Club is here and does exist, something to support financial needs of the Club. Commissioner D'Arminio said she thought it was a wonderful idea no matter the size, and is worthy of celebration. Mike said they are hoping to get permission from the City Manager to close down Newman Street between Lee Place and Sussex. Commissioner Stuart asked if vendors are paying for spots, is it open to anyone. Mike said they are contacting someone who did street fair previously, and Mike will go to Health Department to see what they require. Based on what Health Department says will determine how vendors are addressed as far as monetary costs. Commissioner Stuart said it's about \$25; they come and inspect to make sure of refrigeration, heating elements, fire safety, etc. B&G Club should charge vendors more because it's fund raising for the Club.

Commissioner Dukes asked if B&G Club covers liability insurance. Mike said yes, and amendments could be added. Mr. Nardino will work it all out with someone at HHA.

Cori added it's a great idea getting the kids outside to the playgrounds. There are eight new HHA members signed up with the Club. Mike said he got involved with B&G Club when he was a Detective Sgt./Juvenile Division and became the liaison between City of Hackensack and Lodi Club, when B&G Club was going to be established in Hackensack. He went with his Captain, met Mike Nardino and toured Lodi facility. He remembers seeing how excited the children were on entering the Club and their eagerness to get inside. Having been in Juvenile Division his last nine years on the force, Hackensack can really use this Club. ED Feorenzo requested Mike go back and tell Mr. Nardino Commissioners said they are fine with this

HACKENSACK POLICE DEPARTMENT

Officer Vinnie noticed all the spots were numbers at Newman & Railroad, which he thinks is great and has had no complaints from tenants about parking issues. There are many open spots available, especially behind 86 Newman. He didn't think he's had more than three calls in all the buildings. Everyone is very polite and all's quiet, encourage people to talk to him so he gets to know them.

MANAGEMENT REPORT & UNFINISHED BUSINESS – continued

Mr. Feorenzo said Verizon passed their Zoning Board approval, but are waiting for building permit.

Roofing contractor will be starting somewhere around May 25-26, depending on when he receives the permit, and will get a material delivery some time next week at Newman & Railroad.

Mr. Feorenzo spoke to a few Commissioners last week. The bus driver on Friday had a stroke, had an operation for the pressure on his brain and will be in rehab for a while. He won't be coming back. Mr. Feorenzo will be putting an ad in the paper for a part-time bus driver – Monday to Thursday, 9 AM to 2 PM.

The survey requested to be sent out by one Commissioner was sent out. There were 300 sent out asking seniors about a few items and did they have recommendations, items they would like, activities they would like to see. 10 have been returned out of 300. Aerobics, physical activity, learning how to cook, eating healthy were the ones checked off. Mr. Feorenzo will give it another week or two to see if more come back. He will ask the Nurse to come to the next meeting as she has run some of these programs in the past, had volunteers come in to do

some of the programs. 4-5 people have shown up and volunteers say they won't do it for that few amount.

REMARKS OF CITIZENS

PEGGY HAIRSTON said she knew 17 people answered the survey. It's been two months, spaces are numbered, but some people still have two cars parked in the parking lot, which they move around in the lot. When are those people going to be ticketed? ED Feorenzo answered once it was approved, the paint was ordered, letters done, stickers ordered and hopefully, (inaudible, two people talking at once). Sticker will have HHA, Parking number and parking spot listed on sticker. ED Feorenzo said let's wait until the stickers are issued. Officer Vinnie asked if someone from 903 parks in 901, will a summons be issued. Mr. Feorenzo said absolutely, that's not their spot, which is why they're being numbered, and stickers numbered also.

DOC RUSSELL, 40 First Street, asked what is the association of Boys & Girls Club to HHA. ED Feorenzo answered an RFP was sent out last year for an organization to take over and run the Boys & Girls Club. The B&G Club won the bid and has been doing it since the beginning of the gymnasium – five years. They have full control of the facility. Mr. Russell didn't see B&G Club report on their web site. How does HHA know what goes on there, what is needed and necessary? Mr. Feorenzo answered they come to the Commission. What they do is up to the B&G Club. Mr. Snyder said they have a contract that says what they're supposed to do. ED Feorenzo added the contract has items that they have to follow, services they have to provide. Mr. Russell did not see the RFP on the web site or any reports. Mr. Feorenzo answered B&G Club here last month and had reports. The office can get them to Mr. Russell if he needs them.

When Mr. Russell was on HHA web site, he did not find clear and concise information on it for the average person to read, it wasn't transparent and had trouble understanding the budget. In reading the first page of HHA web site it suggested HHA was allowing "opportunity and hope". Where is it in web site that people can understand that, and what does "hope look like" and what does it mean. What does "opportunity look like" and what does it mean? Mr. Snyder didn't understand the question. Mr. Russell asked, "How does the average person know that there's opportunity and hope for them built into the housing authority situation?" Mr. Snyder said he thinks the statement refers to is the social service program we have with the B&G Club, the process when you listen to them, the children going through the B&G Club Program and meeting their maximum potential. There's hope and opportunity to self-actualize, meet their potential by participating in their programs." Mr. Russell looked at Federal Government and Trenton web sites where there are community programs run by communities in housing projects. He didn't see that HHA has that. If someone has a program they want to do for HHA, where do they bring it? Mr. Snyder said the Board. Mr. Russell

asked if an RFP is written giving guidelines. ED Feorenzo said do they want to volunteer to do a program. Mr. Russell said no, they'd get a grant. ED Feorenzo said RFP goes out every two years for B&G Club. Mr. Snyder said there is another year on it. When it goes out they can respond to the RFP, and take over the whole thing. ED Feorenzo said RFP is sent out to Star-Ledger and Bergen Record. If Mr. Russell knows other people are interested, let ED Feorenzo know and he'll send it to them directly. RFP will go out in 2016, it is not extended.

Mr. Russell asked about 6.1 under Resolutions and what did it mean. Mr. Feorenzo said he will get him a copy of the RFP if he wants. Mr. Feorenzo answered HHA is going for a new type program – RAD – a new type HUD program. Mr. Snyder got the award to help HHA with that contract, and Mr. Snyder is HHA consultant and was Director at one time.

Mr. Russell then asked about 7.1 – RFP for Physical Condition Assessment and ED Feorenzo explained it to him.

RUTH KENNEDY asked Commissioner Stuart what she had in mind when speaking about something for the seniors. Commissioner Stuart answered aerobics, line dancing, cooking and movie night. Officer Vinnie did raise his hand for line dancing. Commissioner Stuart said only a few people responded, but if something is done, more people will respond. At the conference, one woman had a session where she was teaching about things seniors could do, things that seniors should be responsible for as far as their health, which is totally different from recreational. Things with the nurse would be totally different. Commissioner Stuart added, "Things that they do at the MLK Center for those that can't get there, similar program here." Ruth said there is a movie night on Thursdays at the Senior Center in the afternoon starting at 2:15. ED Feorenzo said if HHA decides to do something like that, the bus schedule can be rearranged to fit to take them to the movie. It can be tried.

FAY TITUS, 65 First, Apartment 7K, spoke about two harassment charges. She wanted to know if ED Feorenzo could do anything about them. She's been to the police station and filed charges. Officer Vinnie asked about the problem. Fay said she had a 5-year old charge against John Koch (ph.) and refilled it yesterday because he was acting crazy. With the new bathroom walls being thin, she can hear everything. Her son came to visit a while back, she requested he smoke in bathroom and John has been harassing her ever since. This was when smoking was allowed. John banged on her door the next day. November 15, 2014 he banged on her door at 11:15 PM, she retires at 9 PM and he scared her. Two days later he banged on her door at 5 PM saying her cooking was making him sick. She called the police and they spoke with John. Now John is calling police on Fay. Police came to her apartment on May 8th, came in and didn't smell anything. Police said call was anonymous. Fay said it was 7J and would police please tell John they smelled nothing here. Yesterday she was on elevator going from 7 to 6.

John was already on elevator and acting crazy, which he always does. He was told to stay away from Fay, don't say anything about Fay or they'd lock him up for three months. That is what paper said. She went today for another harassment charge because he called her a dirty name yesterday and today. ED Feorenzo said they would look into it tonight. Fay said she has to go to court at 1 PM on Wednesday. ED Feorenzo said Officer Vinnie should speak with Fay after the meeting.

ADJOURNMENT – 7:05 P.M.

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

VOTE: AYES/All Present Commissioners (5)

Absent: Stassi/Rivera

Respectfully submitted,

Deborah L. Alvarez
Transcriber/Secretary