

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

THURSDAY, SEPTEMBER 8, 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 Allegretta  
Commissioner Gino Tessaro  
Commissioner Blanche Stuart  
Chairman Anthony Stassi  
Commissioner May D'Arminio  
Commissioner Marie Dukes  
Commissioner Tasha Russell

Also Present:  
Anthony Feorenzo, Executive Director  
William F. Snyder, Consultant to the Board  
William Ketchen, CPA to the Authority  
Carmine Luppino  
Sonia Verdade, Boys & Girls Club, Unit Director

**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 12/4/15. 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.



meetings, and handle all tenancy matters, notices he prepares: Notice to Cease, and goes to Court for non-payment of rent. Commissioner Allegretta asked what additional cost is: answer: looking at a contract. ED Feorenzo said litigation with a slip and fall would be outside his scope of work. Mr. Snyder said RAD is a special program. If there was something special, the Board would be notified that HHA needed additional services and would they authorize it. DeCotiis was hired to do the RAD conversion, as they are familiar with it. If there was a suit, perhaps sexual harassment or some additional services to prepare or respond on behalf of the Housing Authority, that would be additional, Mr. Snyder said. Commissioner Stuart asked about the \$29,000. ED Feorenzo said that is his fee to come to meetings, go to Court, etc. He also handles the entire subject of non-payment of rent. Mr. Snyder mentioned for the size of this Authority, \$29,000 was reasonable.

Commissioner Allegretta asked about the roof, that there would be no substitutions? ED Feorenzo answered contractor's submittals came in as approved, as noted, no substitutions.

Mr. Snyder asked if the Board understood the term "Consent Agenda". It means voting on everything at one time. Mr. Snyder added if a Commissioner wants a particular resolution pulled for further discussion, it is put on the side and discussed separately.

Motion to approve Consent Agenda made by Commissioner Tessaro; seconded by Commissioner Allegretta.

VOTE: AYES/All Present Commissioners (7)

## **CORRESPONDENCE**

There were no questions or comments regarding correspondence.

## **PAYMENT OF CLAIMS**

Motion to approve payment of claims for August 2016 and September 2016 made by Commissioner D'Arminio; seconded by Commissioner Tessaro.

VOTE: AYES/All present Commissioners (7)

## **BOYS & GIRLS CLUB OF HACKENSACK – SONIA VERDADE**

Sonia handed out a written report to the Commissioners. ED Feorenzo explained he once again received a telephone call from Foundation for Light, who last year brought 8-10 children to Giant Stadium during a practice session to meet players, get signed autographs and in turn, they all received bicycles. This year they are opening it up to any children in need from 7-10 that would qualify for the program.

Sonia will reach out to more children, getting possibly 20 there to meet the players and get new bicycles.

Sonia added it would primarily be focused on HHA, as they do have to qualify for the program: either housing, free lunch or free program, which most in the club do qualify. Her recap on the summer: it opened July 5<sup>th</sup>, closing August 26<sup>th</sup> serving 70 members. Out of the 70, 45 were Housing members, 25 regular members. Attendance low in beginning, but she made phone calls to youths she hadn't seen and invited them to come to camp. Some were on vacation, but joined after vacation. The report contained many statistics with dates and itemization of activities. Sonia also added many color photographs to the report. The after-school program has just started again.

Commissioner Stuart asked how the children are chosen for the bike program. Sonia said she is sent requirements, and it said housing, so this time Sonia is just working with Housing. Sonia will cross-check the names of children in Housing to those attending B&G, and the ones attending B&G free-of-charge, she will work with them first. Sonia does see children that hang out around the club but don't come in, even though they are eligible due to low-come; she will try to open up to more children as B&G has many bike drives.

## **MANAGEMENT REPORT & UNFINISHED BUSINESS**

Mr. Snyder reported on RAD: HHA received their approval and have been putting together financing plan. The key component to that is the Physical Condition Assessment done by an engineer, who will tell HHA what they need to do immediately and over the next 20 years. ED Feorenzo and Mr. Snyder worked diligently on it. HUD has now signed off on it; everything uploaded to appropriate web site; sent an email to Transaction Manager at HUD today asking her if she needs anything else. ED Feorenzo and Mr. Snyder believe everything is completed. Once the TM concurs, and she brought paperwork to committee in Washington, D.C. that meets on each one of the RAD conversions, she thought HHA would get approved. When completed, they'll issue a RCC – RAD Conversion Commitment – which says that everything is complete and HHA has only so many days to sign it, then a date for closing will be scheduled. Once HHA closes, HHA will be converted. Goal is to get closing in 2016. By doing that, benefits will start on January 1, 2017 of the higher rents that are allowed under this program. Under Correspondence 7.2 – a letter was sent to HUD asking for increase in rents for excess utilities. Now HHA charges residents for x-amount of a/c units - \$10/unit. Under the project based program, this won't be done, but HHA is saying to HUD, the other income is needed to support summer electricity costs, thus a rent increase is needed.

The benefit to HHA is, the additional excess income will continue and go up by whatever adjustment factor HUD gives on an annual basis. Tenants will see it in

their rent, but won't cost any more money – a benefit to tenants and HHA – about \$4,000. The flat rent people will stay at the flat rent, Mr. Ketchen added, under the HUD regulations, they will not pay the excess utility charge.

Mr. Snyder spoke regarding 7.1 – his response to HUD issues regarding RAD. Mr. Feorenzo and Mr. Snyder tried to convince HUD that HHA is in good condition, took pictures and submitted them. HHA has a lot more borrowing capacity, and in good financial condition, increasing their reserves. HUD says you have all this money, borrow more money. HHA says we don't work that way – being very conservative. HHA wants to pay loan off in 10 years, a conservative approach. Attorney DeCotiis will get the RCC and other documents that they have to prepare for closing, working with HUD General Counsel assigned to this program, closing before the end of November. HHA is working on specific things now: adjusting computer system, because it's no longer public housing. A conversion will have to be done to put in the new program: Project Based Rental Assistance. ED Feorenzo will send Staff out to be trained for this. Mr. Snyder said there is an affirmative fair housing marketing plan that HHA is working on; HUD has questions about that. HHA sent 2<sup>nd</sup> generation today with updates. The Occupancy Committee will meet again starting next month to finish tenant selection plan – part of it is a reasonable accommodation plan, which Mr. Snyder prepared today, including service animals, assistance animals plus more. HHA will no longer be considered public housing, but multi-family, which is partly subsidized housing privately owned. ED Feorenzo added HHA would have been further along, but the HHA's Transaction Manager moved on to another project and HHA received another Transaction Manager, who was asking for other documents that HHA didn't think were needed – an environmental survey, e.g. Coastal flooding or being in a historical zone were also questioned, how far from an airport, train station, nearest highway, flammable materials – which is a moot point for HHA as it dealt with building a new structure.

Commissioner Russell asked about having to replace stove tops every 10 years, etc. ED Feorenzo took care of that with the PCA with the Transaction Manager; some were put in, some kept out. Mr. Snyder said there was some negotiation. He added HHA is putting away extra money every year. Mr. Snyder told her to look at HHA's financial records, as this is not like other authorities – very conservative. ED Feorenzo went out and got other income coming in: antennas, etc. Maintenance staff here fixes many things themselves. Mr. Snyder believes the subsidy coming next year will easily be \$100,000 or more than what is received now. Commissioner Russell asked what range it will stay at for low income – 40-50%. Mr. Snyder said it's the same as it is now, nothing changes. ED Feorenzo said 30% of the salary and then 40%. Commissioner Allegretta noted there are some big items coming up: roof, two generators and kitchen cabinets. ED Feorenzo said two new boilers and roof are part of RAD once HHA closes. The roof, two generators are all part of the Capital Fund money, done prior to closing with RAD.

## **OLD BUSINESS**

Commissioner Russell inquired about 230 Central, having heard there is a bed bug issue there. Is anything being done about it, it appears to be in the "D" apartments. ED Feorenzo said exterminator was there, found a few apartments with bed bugs; tenants notified to get their apartments ready. 1-2 have been done already and follow-up will continue. Commissioner Russell asked if other tenants are notified to take care and follow safe precautions and clog up holes. Mr. Feorenzo said exterminator comes monthly, tenants are notified to prepare their apartments. Some don't want to do it and won't cooperate. Mr. Snyder prepared a memo 3-4 years ago when ED telling tenants how to prepare. One elderly tenant had neighbors on each side and above him that became infested. When Staff went to see him, he was eaten up with bed bugs, but not in total mind to handle the situation. Mr. Feorenzo asked Carmine Luppino how many apartments have been taken care of at 230 Central and when is follow-up treatment. Carmine answered five and they're coming back Wednesday. Mr. Snyder will look at his memo, as there are things tenants can do for protection that bed bugs don't like and it will be sent out again. The office should be notified immediately. Mr. Feorenzo added sometimes he has to get the attorney involved to send letters because people won't clean their apartments. Mr. Snyder said if you put talcum powder in a bowl, put it under a chair leg, bugs go down into it and can't get out – good test to know if you have them. When an apartment is treated with heat, 105 degrees, the bugs scamper, 110 they die. Some exterminators use a heat gun or diatomaceous earth using a puffer around devices.

(6:40 P.M. - At this point in the meeting, Commissioner Allegretta requested to leave.)

## **MANAGEMENT REPORT & UNFINISHED BUSINESS**

Mr. Feorenzo stated on July 2<sup>nd</sup>, he had a preconstruction meeting with generator contractor. The contractor will be applying for permits; generators were a 10-week lead-time at that time and are now ordered – 60 Kansas Street and 164 Beech – being done through Capital Fund. He also had a preconstruction meeting on August 25<sup>th</sup> with roofer going over schedule, where he can put his equipment, his dumpster, his crane. His notice to proceed will start on September 19<sup>th</sup>. He has 45 days to complete the project. Submittals were approved by the architect; his material is ordered. He will start week of the 19<sup>th</sup>.

Mr. Feorenzo received three quotes to transport the generators, and will review them tomorrow and Monday – between 15-\$18,000 – and will be awarded then. He will deal with the Hoboken Housing Authority after that, cut them a check, pay for the generators, they'll go in storage. The week of the 26<sup>th</sup> he'll get the drawings from the engineer and architect to bid out the masonry and bid out the electrical

work for the installation and the gas piping of generators. They should be installed by the end of October at 230 Central and 175. Mr. Feorenzo will be hiring a rigging contractor, who is also a crane company, giving Mr. Feorenzo a price to bring from Hoboken, put it in their warehouse and when HHA ready for construction, after pad is down, the crane will put it on the pad for HHA.

**NEW OR OTHER BUSINESS – nothing at this time**

**REMARKS OF CITIZENS**

RUTH KENNEDY, 6G, asked when the front door would be repaired at 65 First Street. ED Feorenzo said they tried to fix last week, and someone will come again to try and fix it. He did put a part in, but eventually a new sliding door is needed.

**MISCELLANEOUS**

Commissioner Russell asked what the \$3,316 bill for City of Hackensack is. Mr. Feorenzo said it was the quarterly sewer charge. Commissioner Stuart asked who Dennis Colbert is. ED Feorenzo said he lives by Newman & Railroad and is paid \$50 a month to clean up the property.

**ADJOURNMENT**

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

VOTE: AYES/All Present Commissioners (7)

Respectfully submitted,

Deborah L. Alvarez,  
Secretary/Transcriber