

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

THURSDAY, MAY 10, 2018

(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: Vice-Chairman Blanche Stuart
Commissioner Marie Dukes
Commissioner Sarquis Pico
Commissioner Gino Tessaro

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

Absent: Chairman Anthony Stassi
Commissioner Michael Allegretta
Commissioner May D'Arminio

OPEN PUBLIC MEETINGS ACT – ED ANTHONY FEORENZO

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 12/7/17. 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. A moment of silence held in memory and support of Armed Forces.

APPROVAL OF PREVIOUS MEETING MINUTES – April 12, 2018

Motion to approve minutes made by Commissioner Dukes; 2nd by Commissioner Tessaro.

VOTE: AYES/All Present Commissioners (4)
Absent: Stassi/D'Arminio/Allegretta

RESOLUTIONS #2018-11 THROUGH #2018-13

1. RESOLUTION #2018-11 – PERSONNEL POLICY MANUAL REVISION

ED Feorenzo recapped this will added to Personnel Policy that no employee of Hackensack Housing Authority shall or will tape record or video tape any employee while they are employed or working for Hackensack Housing Authority, which was discussed last meeting.

Motion to approve made by Commissioner Dukes; 2nd by Commissioner Tessaro.

VOTE: AYES/All Present Commissioners (4)
Absent: Stassi/D'Arminio/Allegretta

2. RESOLUTION #2018-12 – INCREASE PETTY CASH ACCOUNT FROM \$150 TO \$400

ED Feorenzo explained Susan writes checks for petty cash/mileage for men when they use their own vehicles to pick items up or when there is something for the tenants. Instead of writing a check every week, and this was checked with the Accountant, it now will be \$400, but Resolution is needed.

Motion to approve made by Commissioner Dukes; 2nd by Commissioner Tessaro.

VOTE: AYES/All Present Commissioners (4)
Absent: Stassi/D'Arminio/Allegretta

3. RESOLUTION #2018-13 – ESTABLISH A NEW BANK ACCOUNT

ED Feorenzo said this resolution, which was suggested by Accountant, to have a savings account strictly for Administration Fee, HHA will be receiving from Edgewater as part of HHA's agreement with them; getting 75% of Administration

Fee. Mr. Feorenzo wants to put aside, see where HHA is at the end of fiscal year and take lump sum to pay down mortgage, hoping to pay off mortgage between 8-10 years.

Motion to approve made by Commissioner Dukes; 2nd by Commissioner Tessaro.

VOTE: AYES/All Present Commissioners (4)
Absent: Stassi/D'Arminio/Allegretta

CORRESPONDENCE – nothing at this time

PAYMENT OF CLAIMS – April 2018

Motion to approve Payment of Claims made by Commissioner Dukes; 2nd by Commissioner Tessaro.

VOTE: AYES/All Present Commissioners (4)
Absent: Stassi/D'Arminio/Allegretta

MANAGEMENT REPORT & UNFINISHED BUSINESS

Mr. Feorenzo updated the Commissioners re: waiting list, which was opened Monday morning. Tomorrow (May 11, 4 PM), waiting list will be closed for family units (2-3-4 bedrooms). Most were done online, which is entered into PHA Web, putting them in order that they applied. People that came in or Office received them in the mail, they were date stamped immediately and entered at end of each day. Approximately 194 applicants applied for 2 bedrooms; 91 for 3 bedrooms as of today; 17 for 4 bedrooms. There are approximately 30-35 applicants applying for 2 bedroom, only listing themselves on application. The 1 bedroom waiting list is not open. Some reapplied the next day, so their spot will be deleted where they were and where they reapplied the 2nd day, that's where they will go on the list. People that did not reapply will get a letter that their application is not being accepted as it was not filled out properly. Vice-Chairman Stuart asked if applicant was told that; ED Feorenzo said it's on the application, phone calls were made to prospective tenants who filled out the applications. Some answered, some did not. Applicants for 3 bedrooms that did not fill out properly, and qualified for 2 bedroom will be put on 2 bedroom waiting list; same thing with 4 bedroom waiting list; they will go onto the 3 bedroom waiting list. 4 PM Friday, the button will get hit and no longer able to go on PHA Web, saying "FAMILY WAITING LIST CLOSED."

Update on sidewalk at Newman/Railroad – 100% complete. Contract did very good job, planted seed, put hay over it – part of the RAD Project.

Friday, landscaping will be started out front of 65 First Street, taking out all green hedges and 2 big ones on the sides; planting some nice flowers and doing some mulch to beautify the building, which will be better for security getting 2 big hedges out of the way.

Although it was a long battle, washers and dryers were changed at 65 First Street, heavy duty, front loaders washers/dryers. HHA also has coin-operated machines in Community Room, where each tenant was given a \$5 card by Coinmach. You insert card into machine, put \$5 in machine, get \$5 credit on card. \$10 bill is \$10 credit on card. No more change in this building. Mr. Feorenzo looking to do card system at rest of buildings where there are machines. All going well in that regard.

175 W. Railroad – painting started in common area hallways, completed; punch list is done and came out very nice. LED lighting completed; VCT on all the floors will be completed by next Tuesday, which is another part of RAD Program funding.

The alternate for 164 Beech was disqualified (painting common area corridors). Mr. Feorenzo went out for quotes; lowest quote was \$29,000. Painting started on old yellow brick, which is now painted white. By next Tuesday, it will be 100% complete – looking like a different building and tenants happy, much brighter.

Bids going out for 8 buildings at Newman and Railroad. Spec on a waterproof paint, same one used in 2010, which lasted a long time and then look at putting painting bandings on the building – up the green. Architect still working on this.

HHA has been receiving contract payments from Edgewater on a timely manner, 3rd of every month. HUD has been shorting them approximately \$10,000/month. HHA gets \$174,000 out of \$184,000. Mr. Feorenzo spoke with accountant and HHA should be getting all of that within next few months. Mr. Snyder elaborated on this: HUD doesn't have enough money to fund 100%, so they're shorting everybody and at the end of the year they'll catch up.

ED Feorenzo spoke about state of emergency slip and fall in this building. He did a deposition plus others did depositions. Our attorney fought it in court and HHA won, the case was thrown out. JIF did not pay anything on the claim.

HHA has a Memorandum of Agreement, which ED Feorenzo will distribute at next meeting after he meets with City Manager for Housing Authority Police, a 7-year contract; one shift per day, approximately \$100,000. HHA getting rid of Housing Authority police car; Hackensack will lease a new car "**Hackensack Housing Authority**" on it, paid by HHA - \$300+ a month; insured by City, so if there's any issues, HHA will not be held liable for anything.

OLD BUSINESS/NEW BUSINESS – nothing at this time

OTHER BUSINESS

Vice-Chairman Stuart asked if HHA ever did anything about credit counseling. ED Feorenzo said it is being worked on, and woman will present report next meeting.

REMARKS OF CITIZENS

RUTH KENNEDY likes the new machines, but the lint filter will have to be checked constantly. She said she would check it often. ED Feorenzo said Maintenance will do that, not Ruth.

ADJOURNMENT

Motion to adjourn made by Commissioner Dukes; 2nd by Commissioner Tessaro.

VOTE: AYES/All Present Commissioners (4)
Absent: Stassi/D'Arminio/Allegretta

MEETING ADJOURNED AT 6:20 P.M.

Respectfully submitted,

Deborah L. Alvarez,
Secretary/Transcriber