

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

THURSDAY, MARCH 8, 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 May D'Arminio
Commissioner Gino Tessaro
Commissioner Michael Allegretta

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 Sarquis Pico

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 12/7/2017. 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

Vice -Chairman Stuart led everyone in the Pledge of Allegiance followed by a moment of silence in respect and remembrance for police, firemen and Armed Forces.

APPROVAL OF PREVIOUS MEETING MINUTES – FEBRUARY 8, 2018

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

VOTE: AYES/All Present Commissioners (5)

Absent: Stassi/Pico

RESOLUTION #2018-7 – AWARD OF MISCELLANEOUS MAINTENANCE CONTRACTS

ED Feorenzo explained every 2 years there is a contract for computer services – maintenance of computers, based on hourly rate. Mastek was low bidder – 10% overhead/10% profit. ED is recommending he continue with maintenance of computers. No questions from Commissioners.

ED Feorenzo said HHA has painting contract for 2 years with painting contract for when tenants move out of apartments. Unicorn Building Services was \$365 for studio; \$455 for 1-bedroom; \$595 for 2-bedroom; \$695 for 3-bedroom and \$810 for 4-bedroom. Hourly rate is given because there is spackling/some touch-up work prior to primer and painting the walls. Company before Unicorn (J.K. Painting) submitted prices: hourly was \$385/Unicorn - \$365. He checked references of Unicorn, they also do cleaning here and won bid for landscaping also. He recommends going with low bidder again: Unicorn Building Services. Commissioner Allegretta asked about touch-ups. ED Feorenzo said just minor items – 2-3 hours perhaps, most walls here plaster.

Pest control is 4th contract: every apartment gets treatment at least once/month. Exterminator goes in for preventative maintenance: put non-toxic chemical in cabinets for roaches, and Bugging Out has done it past 2 years. No complaints, do a nice job. \$1.15 per unit times 504 apartments – their fee on a monthly basis; break down buildings weekly and arrive every Wednesday. Ant control one time a year around the buildings - \$175; bed bug treatment is \$125; pre-treatment is \$125 for bed bugs. Past 6 months have been good.

Brothers Carpet – when a tenant moves out, damaged VCT or if it cannot be polished, \$2.50 for VCT. Their price stayed the same from last time or only went up 10 cents. Other bids were received, but Brothers is lowest, local and comes in/out, brings his crews and does a good job. Carpet is not used any more, but around just in case it's needed.

Motion to approve all above contracts made by Commissioner Allegretta; 2nd by Commissioner Tessaro.

VOTE: AYES/All Present Commissioners (5)

Absent: Stassi/Pico

Commissioner Allegretta asked when spackling might need to be done, who makes that decision. ED Feorenzo answered either Dave or Carmine, depending on which building it is. Men tell them what to do, making sure it isn't 30-hours and oversees what's going on. Commissioner Allegretta asked if cost ever gets out of control. ED Feorenzo said no, he wouldn't sign off on it.

RESOLUTION #2018-8 – AWARD OF CONTRACT FOR GARBAGE REMOVAL SERVICES

ED Feorenzo stated this resolution has to do with bulk garbage stored in big garage. It occurs when tenants move out and leave behind furniture, etc. There is a big dumpster in that garage and when filled, company comes and pulls it. HHA has a flat rate to have it pulled – could be 3-4 weeks. Flat fee is \$525, it doesn't go by weight, just by when it's filled up. Commissioner Allegretta asked the size – it is a 30-yards. Pinto Sanitation is company and has been doing it as long as Mr. Feorenzo has been at Hackensack. One other person bid against them one time. Carmine crunches it with a large machine to flatten the items.

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

VOTE: AYES/All Present Commissioners (5)

Absent: Stassi/Pico

CORRESPONDENCE

ED Feorenzo noted there is a "draft contract" for shared services with Police Department. Mr. Snyder worked on the draft contract. Vice-Chairman Stuart asked why police have to stop and ask for ID, etc. She feels its overkill and has an issue with that. One concern was the stop and frisk in an apartment. Mr. Snyder said it is in the event there was a major drug issue going on, that an officer would be available, not one around all the time. Commissioner Dukes inquired was it related to "no trespass"? Commissioner Dukes said its last sentence on Page 1 and #2 on top of Page 2. The police would check to determine if they are on the no trespass list. Mr. Zisa said HHA has no trespass list. Commissioner Dukes asked how the no trespass was generated, is it because of some incident that occurred or does HHA have a no trespass list already. Mr. Snyder answered HHA used to have one, but not any more. It can be taken out. If people are loitering and doing the wrong thing, the police can ask them for their ID. It doesn't have to be in there because the police can do it anyhow. ED Feorenzo has had incidents during the day, checking apartments when kids were in hallways, and not know who they were. Housing Cop would come in and ask them where they live and may I see your ID. ED Feorenzo said that's protecting the tenants because that happens at

Newman & Railroad. Commissioner Allegretta said its discretion of the officer. ED Feorenzo asked Mr. Zisa can HHA legally tell police they can't ask for ID. Mr. Zisa didn't think that would be allowed. Mr. Zisa agreed it is protecting the tenants; you're not stopping them on the street, but in our facility. If people are there that no one knows, do you really want someone in the hallway when a tenant doesn't know them.

Mr. Snyder added he revised it based upon meetings with the police. HHA does not have a no trespass list. There is no need. It's in there in the event something happens. ED Feorenzo noted he has two females in the buildings that have restraining orders against their boyfriends. One woman wants to be transferred from one unit to the next because the man is getting out of jail soon, and she's afraid. Commissioner Allegretta stated that is a perfect example of why they should be checked.

Vice-Chairman Stuart's other question was about security at 230 Central Avenue. Was ED Feorenzo speaking of the sub-station? ED Feorenzo said yes. It's still there, no one uses it. Mr. Snyder said it isn't to hassle tenants; tenants are not complaining. ED Feorenzo said previously Type 2 Police were here in mornings from 10 A.M. to 6 P.M. and from 6 P.M. to 2 A.M., costing the Authority \$200,000. Now there is an agreement with the City Manager, going from 6 P.M. to 2 A.M. seven days a week, saving \$100,000.

Mr. Snyder added that they give HHA a manpower report stating hours. Previously, there were accidents when police were driving HHA vehicles resulting in HHA insurance having to pay for an accident. Insurance fund recommended to HHA not having HHA purchase vehicles for police department because of liability. They met with City Manager; ED Feorenzo wanted to go along with recommendations of insurance fund, not get into situation again; thus, City as part of the contract, provide the vehicle, because if HHA gets sued it's hurting insurance premiums and assessments. City Manager agreed providing that contract says HHA will reimburse or pay for cost of vehicle. He will get back to ED Feorenzo – possibly \$500-600 a month. Both men thought it was a good idea; Mr. Snyder revised agreement per that meeting to say car will be provided by PD. ED Feorenzo said there would be a "Hold Harmless Agreement". HHA will not be liable for anything.

PAYMENT OF CLAIMS – MARCH 2018

Motion to approve payment of claims made by Commissioner Dukes; 2nd by Commissioner D'Arminio.

VOTE: AYES/All Present Commissioners (5)

Absent: Stassi/Pico

ED Feorenzo added, if you look at Bug 'N' Out; he's \$1.15/unit, and did 3-\$400 extra in services for that month, which Mr. Feorenzo thought was very good. Many places have bed bugs and it costs thousands of dollars.

MANAGEMENT REPORT & UNFINISHED BUSINESS

There was an Occupancy Meeting today. The waiting list is dwindling; 18-19 on 2-bedroom; 12 on 3-bedroom. Waiting list might be opened up in August for 2-3 bedroom units; advertising for 2 weeks; Hackensack residents will get preference for family unit.

For RAD Project, boilers project 99% complete; engineer will come in about 2 weeks and sign off on all the contractor's work – boiler at 164 Beech and all boilers at Newman & Railroad. Rooftop units need to be done once weather is better.

HHA is out to bid on painting for hallways at 175 Beech; RFPs and all plans are in office. ED Feorenzo is hoping a few painters will come and bid on that project. He has an alternate price in there, if HHA can afford it; he'd like to paint 164 Beech or common hallways. Architect is working on specs for VCT, as carpet will be removed at 175 that are in hallways and putting VCT down and then done here to keep buildings clean.

Playground at Boys & Girls Club is now out to bid. Bid walk through took place this week. Three vendors bid on it, which is a specialty – foam plastic material for playground, hopefully bids will be back and work can begin end of March/beginning of April. Surface probably down 10 years at the playground.

ED Feorenzo complimented staff on nice job they did during the heavy snow, working their normal time and then continuing from 3 PM/10 PM or 3 to 9, doing a really nice job. ED Feorenzo took some petty cash and gave the men an hour lunch break, purchasing dinner so they could sit and get warm, as job was very stressful on this storm. Carmine noted ED Feorenzo also helped the men.

OLD BUSINESS

ED Feorenzo contacted Coin Max and said in 2-3 weeks they would replace washers/dryers on this floor. He informed them if they are not truthful, they would be gone.

NEW BUSINESS

Mr. Snyder added about the newsletter contained in Commissioners' packet – annual conference is coming up (trade show) in May 21-23 at Tropicana in Atlantic City. Agenda/registration and all else is in there. Commissioner D'Arminio's photo was in the newsletter on Page 18, ED Feorenzo also with others.

Mr. Snyder announced ED Feorenzo has been appointed to Executive Board of New Jersey NJAHRA and also Executive Board of Public Housing Authority Joint Insurance Fund. He is also on the Claims Committee, thanks to Mr. Snyder. ED Feorenzo noted next meeting Chairman Anthony Stassi will receive a plaque for his 30 years of service to the Hackensack Housing Authority. Hopefully, everyone will be in attendance.

REMARKS OF CITIZENS

RUTH KENNEDY asked when she could get a new kitchen floor as she's lived in the building 18 years and it has never been replaced. One of the tiles is loose. ED Feorenzo said when cabinets are redone; kitchen floors will also be replaced. He asked Ruth to call the office and get a work order and Dave would come check out the loose tile.

ADJOURNMENT

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

VOTE: AYES/All Present Commissioners (5)

Absent: Stassi/Pico

Respectfully submitted,

Deborah L. Alvarez
Secretary/Transcriber