

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

THURSDAY, OCTOBER 13, 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: Chairman Anthony Stassi
Commissioner May D'Arminio
Commissioner Marie Dukes
Commissioner Tasha McMillan-Russell
Commissioner Blanche Stuart

Also Present:
Anthony Feorenzo, Executive Director
William Snyder, Consultant to the Authority

Absent: Commissioner Michael Allegretta
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 12/4/15. 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.

FLAG SALUTE

Chairman Stassi asked all to rise, repeat the Pledge of Allegiance. A moment of silence was held in respect and remembrance for police, firemen and Armed Forces.

APPROVAL OF PREVIOUS MEETING MINUTES – SEPTEMBER 8, 2016

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

VOTE: AYES/All Present Commissioners (5) Absent: Allegretta/Tessaro

RESOLUTIONS #2016-27 THROUGH AND INCLUDING #2016-29

1. RESOLUTION #2016-27 – RAD – APPROVAL OF LOCAL FINANCE BOARD FINDINGS

ED Feorenzo explained HHA went to the Local Finance Board to take out a mortgage on Authority's properties. This Resolution accepts the findings of said Finance Board and their approval.

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

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| COMMISSIONER RUSSELL | Yes |
| COMMISSIONER STUART | Yes |
| CHAIRMAN STASSI | Yes |
| COMMISSIONER D'ARMINIO | Yes |
| COMMISSIONER DUKES | Yes |

VOTE: AYES/All Present Commissioners (5) Absent: Allegretta/Tessaro

2. RESOLUTION #2016-28 – RAD APPROVAL OF THE ISSUANCE OF BONDS IN THE AMOUNT OF \$4,200,000.

ED Feorenzo said this is HHA taking the financing from Mariner's Bank up to \$4.2 million. This Resolution allows HHA to do that. Commissioner Dukes noted that it is up to \$4.2 million. ED Feorenzo said they'd just take about \$3.4 million at this time. Mr. Snyder added HHA will know better when it gets closer to the closing date.

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

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|------------------------|-----|
| COMMISSIONER RUSSELL | Yes |
| COMMISSIONER STUART | Yes |
| CHAIRMAN STASSI | Yes |
| COMMISSIONER D'ARMINIO | Yes |
| COMMISSIONER DUKES | Yes |

VOTE: AYES/All Present Commissioners (5)

Absent: Allegretta/Tessaro

3. RESOLUTION #2016-29 – RAD APPROVAL OF MARINERS BANK & RCC

(This resolution was taken off the agenda. It has been delayed.)

CORRESPONDENCE

Mr. Snyder explained HHA received Final Approval from HUD by email, but are now waiting for the RCC – RAD Conversion Commitment – which has not been received yet. Initially, when HHA made an application for this program for **Portfolio Y** – meaning all of HHA's units. When approval was received, HUD broke it down into two separate letters called CHAPS – Commitments to Enter into a Housing Assistant Payment Agreement. They broken it down by elderly units and family units, even this is one **Portfolio Y Conversion**. HHA uploaded everything to HUD as if it was one project. At some point during the past summer, HHA changed Transaction Managers. Martha Pascal was changed and now Tania Mingo-Hawkins. Tania said no at that time, HHA has two CHAPS and everything must be uploaded separately, which HHA did by separating everything, prorating the amount of the mortgage and uploading separately. It has all been approved, as noted last meeting. Within the last week or so, an email was received from Ms. Hawkins and Mr. Snyder had a telephone conversation with her, in which it was said, "Here is your choice. You can go to your bank and see if they can issue separate financial statements for each project, and they have to stand on their own or you can ask us to combine CHAPS." ED Feorenzo has correspondence with HUD from this summer regarding the transition, they were in the process of combining, but never did. Essentially, what HUD is saying to HHA is: make your request "either or".

Number one, HHA can't issue separate financial statements from the bank because by doing that, what essentially they're saying is that HHA needs two separate mortgages. HHA would have to go back to the bank, reapply for the mortgages and then have two separate mortgages, one for each project. HHA doesn't want to do that for two reasons: 1 – have to pay for two separate closings, two separate financial costs, which could be very expensive, because HHA is issuing bonds and 2 – HHA has to manage these projects as if they stand on their own like two separate companies. ED Feorenzo made a request by email to HUD to combine it into one CHAP. Our Transaction Manager realizes, and has been very polite about it, that it's really on their side because we were one CHAP, one **Portfolio Y** at the start. They made HHA separate them and now they're telling HHA they have to go back.

This will delay HHA, and the closing probably won't take place before the end of the year and more likely in early 2017, because now HHA has to wait for a formal CHAP letter for one project; they have to actually take down the two portals that

they have on their website, as this is where it gets uploaded, put a new portal for HHA to combine everything back together, which HHA did first time around, reupload. To Mr. Snyder, a CHAP letter to do that, he can do it in one day, as he understands dealing with HUD. Mr. Snyder said HUD probably won't get a CHAP letter to HHA for a month, they said they would expedite this, but HHA cannot do anything until they have that approval and open the portal so documents can be uploaded. Unfortunately, that has totally delayed HHA.

ED Feorenzo added the good part about it is, everything is done with the bank, all the financing. All HHA needs is their information, Mr. Snyder will upload it and take care of it. Mr. Snyder explained this is why 6.3 – the RAD approval of Mariner Bank and RCC – the attorney handling this did not give HHA that resolution, the reason being HHA does not have the RCC to give to the Commissioners to approve. It will be forthcoming at some point and after the CHAPS are received, then the Resolution will come before the Board and be approved. Mr. Snyder is hoping that interest rates hold firm through the rest of the year.

ED Feorenzo said the bed bug notice was sent out. Commissioner Stuart had one question: She noted on the notice that "new tenants' furniture is inspected prior to bringing it in." How is that done? ED Feorenzo answered before a tenant is allowed to come in – if it's a family unit – Carmine and Mr. Feorenzo will go; if it's a senior building or disabled – Dave and Mr. Feorenzo will go inspect. HHA inspects the way they live and their furniture and apartment prior to us allowing them to move in. Mr. Snyder said it's the best way, because if people have problems where they're currently living, they will bring them to HHA and create all kinds of problems for other tenants. There are other sanitary issues that could create problems also. Commissioner Russell asked if where they are now living is inspected before they move in. ED Feorenzo said yes, even if they're living with someone, correct. Commissioner Stuart noted then their present landlord is looked at; Mr. Feorenzo said yes.

ED Feorenzo and Mr. Snyder met with Hackensack City Manager last week. The City has to do a resolution approving the interest rate from Mariners Bank. The City Manager understands all of this. They have the resolution and will put it on their next meeting and get it passed approving the interest rate. This is a formality and the City will have nothing to do with this, but the Local Finance Board mandates that the City approve it. There will be a work session before the public meeting and if the City Manager believes ED Feorenzo and Mr. Snyder should be there to make a presentation, he'll let them know, but didn't think it would be necessary.

PAYMENT OF CLAIMS – OCTOBER 2016

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

VOTE: AYES/All Present Commissioners (5)

Absent: Tessaro/Allegretta

MISCELLANEOUS

Commissioner Russell said she's never received letters regarding parking at 230 Central, where she has lived for many years. There has always been parking for guests in the parking lot. All of a sudden the police have started issuing tickets. Commissioner Russell spoke with the Officer and he said he was told to issue tickets to those who don't live at 230 Central, but tenants were never informed that they could no longer have guests park in the parking lot in the daytime. Previously, guests were allowed to park there up to 10:00 P.M. ED Feorenzo said he was told, when first hired, and this was by the Acting Director, that nobody is allowed to park in the parking lots unless they have a parking sticker. ED Feorenzo stated he's seen vans, cars and buses parked in that lot. Commissioner Russell requested a letter be sent out to the tenants stating there no longer is guest parking in the lot. She has been in her apartment 17 years and has always told her company, you can park in the lot up to 10:00 P.M. ED Feorenzo said he'll send a letter out, but this was what he was told when he was first hired. ED Feorenzo said there is a sign that says PARKING FOR TENANTS ONLY.

MANAGEMENT REPORT AND UNFINISHED BUSINESS

Mr. Feorenzo reported construction has been started on replacing the roof at 230 Central Avenue. Contractor is doing a good job and is 95% completed with the entire roof. Roof was measured for coping and it will be 1-2 weeks before that is ready and completed. Mr. Feorenzo and Carmine were on site every day and pleased with his work. There were no complaints.

Tomorrow ED Feorenzo will receive the drawings for the two generators at 230 Central and 175 Railroad. Monday he will start bidding out the concrete, electric and gas. Mr. Feorenzo will go to the Building Department with the drawings and inform them HHA is general contracting the job themselves; the electrician will be licensed; a licensed plumber will be doing the gas piping. He will request the Building Department expedite the review and get the permit quickly so the slabs can be poured next week or the week thereafter. Commissioner Russell asked where the generators would be placed. ED Feorenzo said to the left of the garage, inside the gate by the fence. The garbage will be right where it is now. When that happens, the work should be done in 2-3 weeks with that part of the work. The work for the generator, Capital Fund Money, from Kansas Street and 164 Beech that will begin on October 24th. When confirmation of generator delivery is received, construction will begin on the 24th and take about 2-3 weeks to complete.

The cool down/holding tank for boilers at 230 Central went bad a while ago. It was bid out and Metco took an extra month in making the special equipment, which came in today. The plumber will be at 230 Central tomorrow and hopefully it will only be one day to install and then the heat will be working. ED Feorenzo explained to Commissioner Russell as the boilers circulate, they come back to the boiler; so the boiler doesn't get too hot, it goes into a holding tank and cools down. There are pumps that push it back once it reaches a certain temperature and goes back into the boilers, which was to be part of the RAD program – that money from RAD, but was needed now. HHA had the money and it was completed now.

The Boys & Girls Club will probably be here next month to give their report. ED Feorenzo inquired if any of the Commissioners were going to Convention November 14-16, so that Julissa can get the rooms. Commissioner Dukes said yes. Commissioner Dukes asked about the test given at the end of the class. Mr. Snyder said it wasn't necessary for her to take that class, it was just for staff people that run the Section 8 program. Commissioner Dukes stated she wanted to learn about it. Mr. Snyder said it's a test and more involved than the class they took, but not necessary that she take the test. Mr. Snyder said they require that the staff take the test as it shows that they're proficient in doing their job. Mr. Snyder added it does get very technical. You are welcome to take the class without taking the test. Commissioner Stuart asked if they did take the test, was there a fee for that. Mr. Snyder said that cost is usually over \$1,000, but because we're running it ourselves through the State, there is a much reduced rate - \$525. HHA pays for it, not the Commissioner, and the test is included. If you fail the test, you're allowed to take it two more times online, Mr. Snyder believes.

OLD, NEW OR OTHER BUSINESS – nothing at this time

REMARKS FROM CITIZENS – nothing at this time

ADJOURNMENT

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

VOTE: AYES/All Present Commissioners (5)

Absent: Tessaro/Allegretta

Respectfully submitted,

Deborah L. Alvarez
Secretary/Transcriber