

**MINUTES SCHEDULED CAUCUS MEETING – APRIL 18, 2016**

**Minutes of Scheduled Caucus Meetings of the Board of Commissioners of the Housing Authority of the Town of West New York, in the County of Hudson, State of New Jersey held in the office of the Housing Authority at 6100 Adams Street, West New York, New Jersey 07093 on December 21, 2015.**

Secretary Robert DiVincent called the scheduled meeting to order at 7:30 p.m.

**ADEQUATE NOTICE OF THIS SCHEDULED MEETING HAS BEEN PROVIDED BY WAY OF THE SCHEDULED CAUCUS MEETINGS, SCHEDULED REGULAR MEETING, AND THE ANNUAL RE-ORGANIZATIONS MEETINGS DATED DECEMBER 21, 2015 POSTED ON THE BULLETIN BOARD, FORWARDED TO THE JERSEY JOURNAL, THE BERGEN RECORD, EL ESPECIALITO, AND THE CLERK OF THE TOWN OF WEST NEW YORK.**

All Commissioners were present with the exception of Commissioner Perez and Commissioner Fuentes.

Mr. DiVincent referred to item #3 – Minutes of previous scheduled regular meeting dated March 21, 2016 asking if there were any corrections, additions, comments or questions. There were none.

Mr. DiVincent then referred to items #4 through #6 – Claims–General Fund Program, Capital Fund Program and Section 8/WTW Program, asking if there were any corrections, additions, comments or questions. There were none.

With regard to Item # 7- New Business - the following resolutions were brought before the Board:

Resolution No. 2016–013 The Board was recommended to award fire alarms inspection contract to Fire Security & Tech as the sole bidder.

Resolution No. 2016–014 Certifying receipt and review of annual audit FYE 2015.

Resolution No. 2016-015 the board was recommended to award the replacement of the Housing Vehicle to Magarino Ford LLC being the lowest bidder.

At this time the board was informed that the government is not funding the RAD Program until next year and due to this situation in order to move forward the Housing Authority is going to use conventional mortgages to start with the Senior Buildings. Once the Tax Credit comes back next year the Housing will start the renovation in the family buildings.

At this time the board was informed that the lottery for the Housing Choice Voucher Program was done, all when well and we are putting the first 30 people on the waiting list. After we will do the recertification to see if they qualified for the program.

At this time Mr. DiVincent informed the board that one office employee is retiring, further informed the board that if they had anyone that they would like for the position he is willing to interview them.

At this time Vice-Chairperson Roque made a motion to adjourn and Commissioner Fuentes seconded.

Meeting adjourned at 7:37 p.m.

Respectfully Submitted,

Robert A. DiVincent  
Secretary

**MINUTES SCHEDULED REGULAR MEETING APRIL 18, 2016**

**Minutes of Scheduled Regular Meeting of the Board of Commissioners of the Housing Authority of the Town of West New York, in the County of Hudson, State of New Jersey held in the office of the Housing Authority at 6100 Adams Street, West New York, New Jersey 07093 on April 18, 2016.**

Secretary Robert DiVincent called the meeting to order at 8:00 p.m.

**ADEQUATE NOTICE OF THIS SCHEDULED MEETING HAS BEEN PROVIDED BY WAY OF THE SCHEDULED CAUCUS MEETING, SCHEDULED REGULAR MEETING AND THE ANNUAL RE-ORGANIZATION MEETING DATED DECEMBER 21, 2015 POSTED ON THE BULLETIN BOARD, FORWARDED TO THE JERSEY JOURNAL, THE BERGEN RECORD, EL ESPECIALITO, THE CLERK OF THE TOWN OF WEST NEW YORK**

Saluted the Flag

The roll was called as follows:

PRESENT: Chairman-Rodriguez and Vice-Chairperson Roque, Commissioner Fernandez and Commissioner Oms.

ABSENT: Commissioner Perez and Commissioner Fuentes

At this time Mr. DiVincent referred to item # 3 A - Minutes of Previous Regular Scheduled Meeting dated April 18, 2016. Board was asked to approve as presented. Said motion was made by Commissioner Fernandez and seconded by Vice-Chairperson Roque. The roll was called as follows:

YEAS: Chairman-Rodriguez and Vice-Chairperson Roque, Commissioner Fernandez and Commissioner Oms

NAYS: None

At this time Mr. DiVincent referred to items #4- Claims – General Fund, #5- Claims – Capital Fund Program #6 – Claims – Section 8 Voucher Program. Asking for a motion to accept as presented. Said motion was made by Chairperson Roque and seconded Commissioner Oms. The roll was called as follows:

YEAS: Chairman-Rodriguez and Vice-Chairperson Roque, Commissioner Fernandez and Commissioner Oms

NAYS: None

At this time Mr. DiVincent referred to Item #7 –

At this time Resolution No. 2016-013 was read as follows:

**WHEREAS**, THE WEST NEW YORK HOUSING AUTHORITY (hereinafter “Authority”) is a public body, duly formed under the LOCAL REDEVELOPMENT AND HOUSING LAW, L. 1992, C.79 as amended (Chapter 12A-1 of Title 40A of the New Jersey Statutes Annotated) and possesses the power set forth therein; and

**WHEREAS**, the Housing Authority advertised for and accepted bids on March 22, 2016 for provision of Fire Alarm System Inspection, Testing and Maintenance Services at all facilities; and

**WHEREAS**, the following bid was received:

	2 Year	Flat Rate	2 Hr. Min.	Emergency Rate
Fast Fire Tech.	\$21, 2500.00	\$98.00 pr. hr.	\$147.00 pr. hr.	\$196.00 pr. hr.
Fire Security Tech.	\$18,000.00	\$107.00 pr. hr.	\$160.50 pr. hr.	\$214.00 pr. hr.
Absolute Protective Sys.	\$31,160.00	\$110.00 pr. hr.	\$165.00 pr. hr.	\$220.00 pr. hr.

**WHEREAS**, said bid has been reviewed by Housing Authority Attorney, Frank Leanza, and found in legal conformance;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioner of this Authority that the Executive Director be and is hereby authorized to enter into Contract for Fire Alarm System Inspection, Testing and Maintenance Services at all facilities with Fire Security & Technologies as the sole responsive bidder.

**It is hereby certified that at a scheduled regular meeting of the Board of Commissioners of the Housing Authority of the town of West New York held on the 18<sup>st</sup> day of April, 2016 the foregoing resolution was duly adopted 4 members voting in the affirmative and 0 in the negative.**

At this time Mr. DiVincent referred to Item #7 –

At this time Resolution No. 2016-014 was read as follows:

**WHEREAS, THE WEST NEW YORK HOUSING AUTHORITY** (hereinafter “Authority”) is a public body, duly formed under the LOCAL REDEVELOPMENT AND HOUSING LAW, L. 1992, C. 79 as amended (Chapter 12A-1 of Title 40A of the New Jersey Statutes Annotated) and possesses the power set forth therein; and

**NOW, THEREFORE BE IT REVOLVED**, that the governing body of the Housing Authority of West New York hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ending September 30, 2015 and specifically has reviewed the section of the audit report entitled “Notes to Financial Statements”, “Supplemental Information” and Findings and Recommendations” and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

**BE IT FURTHER RESOVED**, that the secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified copy of this Resolution.

**It is hereby certified that at a scheduled meeting of the Board of Commissioners of the Housing Authority of the Town of West New York held on the 18st day of April, 2016 the foregoing resolution was duly adopted 4 members voting in the affirmative and 0 in the negative.**

	YEAS	NAYS	ABSENT
Chairperson Rodriguez	x		
Vice-Chairperson Roque	x		
Commissioner Fernandez	x		
Commissioner Oms	x		
Commissioner Fuentes			x
Commissioner Perez			x

At this time Mr. DiVincent referred to Item #7 –

At this time Resolution No. 2016-015 was read as follows:

**WHEREAS**, THE WEST NEW YORK HOUSING AUTHORITY (hereinafter “Authority”) is a public body, duly formed under the LOCAL REDEVELOPMENT AND HOUSING LAW, L. 1992, C. 79 as amended (Chapter 12A-1 of Title 40A of the New Jersey Statutes Annotated) and possesses the power set forth therein; and

**WHEREAS**, Resolution 2015-004 authorized the Executive Director to retain proposal to replace the Authority’s 2011 Jeep Cherokee; and

**WHEREAS**, the Authority received three proposals for the lease of a 2016 Vehicle of equal value; and

**WHEREAS**, the proposal of Magarino Ford LLC, is the least expensive of the three proposals @

Vehicle MSRP \$ 35,180.00  
2011 Trade In \$ 7,200.00  
2011 Trade In \$ 1,000.00

For a 24 month period @ \$190.00 per month and 10,500.00 miles per year.

**THEREFORE BE IT REVOLVED**, that the Executive Director be authorized to execute a lease agreement with Magarino Ford LLC, as proposed.

**It is hereby certified that at a scheduled meeting of the Board of Commissioners of the Housing Authority of the Town of West New York held on the 18st day of April, 2016 the foregoing resolution was duly adopted \_4\_ members voting in the affirmative and \_0\_ in the negative.**

At this time Mr. DiVincent informed the board that two maintenance employees are resigning and one office employee is retiring, further informed the board that if they had anyone that they would like for the position he is willing to interview them.

At this time Mr. DiVincent asked if there were any corrections, additions, comments or questions. There were none.

At this time Vice-Chairperson Roque made a motion to adjourn and Commissioner Fernandez seconded.

Meeting adjourned at 7:37 p.m.

Respectfully Submitted,

Robert A. DiVincent  
Secretary