

MINUTES OF REGULAR CAUCUS MEETING – DECEMBER 16, 2019

Minutes of Rescheduled 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 17, 2018.

Secretary Robert DiVincent called the scheduled meeting to order at 7:00 p.m.

ADEQUATE NOTICE OF THIS RESCHEDULED MEETING HAS BEEN PROVIDED BY WAY OF THE RESCHEDULED CAUCUS MEETINGS, RESCHEDULED REGULAR MEETING, AND THE ANNUAL RE-ORGANIZATIONS MEETINGS DATED DECEMBER 17, 2018 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 Gomez.

Mr. DiVincent reminded all Commissioners about the upcoming Christmas Party.

Mr. DiVincent referred to item #3 – Minutes of previous schedule meeting dated November 25, 2019 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. Mr. DiVincent gave an explanation to last meeting question in regards to CIT Finance LLC. payment, letting the Commissioners know that’s the new name for Avaya which is our phone system.

At this time Chairman Martell requested to see the report from the Security Director, which was not available. Mr. DiVincent explain to Chairman that the report was given to him verbally but for January’s meeting he would have in writing.

With regard to Item # 7 New Business

Resolution No. 2019-028 Table – Under Counsel Review

Resolution No. 2019-029 General Legal Services

Resolution No. 2019-030 Special Legal Services-Employee Labor Problems

Resolution No. 2019-031 Table

Resolution No. 2019-032 Table

Resolution NO. 2019-033 Fiscal Audit Services FYE 2019

Resolution No. 2019-034 Table

At this time Mr. DiVincent informed the Board that the Office/Maintenance Survey will be ready at the January’s Meeting for their review and approval.

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

At this time Commissioner Martorony made a motion to adjourn and Commissioner Martell seconded.

Meeting adjourned at 7: 23 p.m.

Respectfully Submitted,

Robert A. DiVincent,
Secretary

MINUTES OF REGULAR MEETING DECEMBER 16, 2019

Minutes of Rescheduled 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 December 17, 2018.

Secretary Robert DiVincent called the meeting to order at 7:30 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 17, 2018 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: Commissioner Fernandez, Commissioner Fuentes, Chairman Martell, Vice-Chairperson Reyes, Commissioner Martorony, Commissioner Velasquez, Frank Borin and two Housing Authority Residents.

ABSENT: Commissioner Gomez

At this time Mr. DiVincent referred to item # 3 A- Minutes of Previous schedule meeting dated November 25, 2019. Board was asked to approve as presented. Said motion was made by Commissioner Martorony and seconded by Chairman Martell. The roll was called as follows:

YEAS: Commissioner Fernandez, Commissioner Fuentes, Chairman Martell, Vice-Chairperson Reyes, Commissioner Martorony, Commissioner Velasquez

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 Commissioner Fernandez and seconded Commissioner Fuentes. The roll was called as follows:

YEAS: Commissioner Fernandez, Commissioner Fuentes, Chairman Martell, Vice-Chairperson Reyes, Commissioner Martorony, Commissioner Velasquez

NAYS: None

At this time Mr. DiVincent referred to Item #7

At this time Resolution No. 2019-028 Table/Under Counsel Review

Mr. DiVincent asked if there were any questions, there were none. Since there were none, he asked for a motion to approve. Said motion was made by Chairman Martell and seconded by Commissioner Fernandez. The roll was called as follows:

YEAS: Commissioner Fernandez, Commissioner Fuentes, Chairman Martell, Vice-Chairperson Reyes, Commissioner Martorony, Commissioner Velasquez

NAYS: None

At this time Resolution No. 2019-029 was read as follow:

WHEREAS, THE WEST NEW YORK HOUSING AUTHORITY (hereinafter "Authority") is a public body, duly formed under the LOCAL REDEVELOPMENT AND HOUSING LAW, L. 1992 of Title 40A of the New Jersey Statutes Annotated) and possesses the power set forth therein; and

WHEREAS, the Authority caused to be published a Request for Proposals for General Legal Services, in compliance with HUD procurement regulations; and

WHEREAS, on December 12, 2019, the Authority received a proposal from:

DeCotiis, Fitzpatrick Cole & Giblin, Teaneck, NJ	\$125.00/hr	\$6,250.00/monthly
Winne Banta, Hackensack, NJ	\$125.00/hr	\$6,250.00/monthly

WHEREAS, pursuant to the Request for Proposals and HUD procurement regulations, the proposal was reviewed and scored by the Authority's Review and Best Practices Committee, consisting of Commissioner Martorony, Commissioner Velasquez and Executive Director Robert DiVincent.

NOW, THEREFORE, BE IT RESOLVED that the Authority hereby awards a contract for Special Legal Services to **Winne Banta** for an amount not to exceed \$75,000.0 (Contract Fee), in accordance with HUD regulations.

Mr. DiVincent asked if there were any questions, there were none. Since there were none, he asked for a motion to approve. Board requested an extension for 60 to 90 days will be given to present Law Firm in order to finish any open cases. Said motion was made by Commissioner Fuentes and seconded by Chairman Martell. The roll was called as follows:

YEAS: Commissioner Fernandez, Commissioner Fuentes, Chairman Martell, Vice-Chairperson Reyes, Commissioner Martorony, Commissioner Velasquez

NAYS: None

At this time Resolution No. 2019-030 was read as follow:

WHEREAS, THE WEST NEW YORK HOUSING AUTHORITY (hereinafter "Authority") is a public body, duly formed under the LOCAL REDEVELOPMENT AND HOUSING LAW, L. 1992 of Title 40A of the New Jersey Statutes Annotated) and possesses the power set forth therein; and

WHEREAS, the Authority caused to be published a Request for Proposals for Special Legal Services - Employment, in compliance with HUD procurement regulations; and

WHEREAS, on December 12, 2019, the Authority received proposals from:

<u>Scarinci & Hollenbeck, Lyndhurst, NJ</u>	\$150/hr	\$24,000-Contract Fee
<u>DeCotiis, Fitzpatrick Cole & Giblin, Teaneck, NJ</u>	\$175/hr	\$28,000-Contract Fee

WHEREAS, the proposals were reviewed by the Authority's Review and Best Practices Committee, consisting of Commissioner Martorony, Commissioner Velasquez and Executive Director Robert DiVincent; with the **Scarinci & Hollenbeck** proposal scoring higher in the cost category and the **Scarinci & Hollenbeck** as the lowest responsive bidder, proposal scoring higher in both the Labor Union Contract Negotiation (based upon its prior experience with the Authority and its unique Ability (based upon its much larger staff and the Authority's most recent experiences with emergent employment issues) categories. All other categories being equal, the **Scarinci & Hollenbeck** proposal thus scored higher.

NOW, THEREFORE, BE IT RESOLVED that the Authority hereby awards a contract for Special Legal Services to **Scarinci & Hollenbeck** for an amount not to exceed \$24,000.00(Contract Fee), in accordance with HUD regulations.

YEAS: Commissioner Fernandez, Commissioner Fuentes, Chairman Martell, Vice-Chairperson Reyes, Commissioner Martorony, Commissioner Velasquez

NAYS: None

At this time Resolution No. 2019-031 Table

Mr. DiVincent asked if there were any questions, there were none. Since there were none, he asked for a motion to approve. Said motion was made by Chairman Martell and seconded by Commissioner Velasquez. The roll was called as follows:

YEAS: Commissioner Fernandez, Commissioner Fuentes, Chairman Martell, Vice-Chairperson Reyes, Commissioner Martorony, Commissioner Velasquez

NAYS: None

At this time Resolution No. 2019-032 Table

Mr. DiVincent asked if there were any questions, there were none. Since there were none, he asked for a motion to approve. Said motion was made by Chairman Martell and seconded by Commissioner Fernandez. The roll was called as follows:

YEAS: Commissioner Fernandez, Commissioner Fuentes, Chairman Martell, Vice-Chairperson Reyes, Commissioner Martorony, Commissioner Velasquez

NAYS: None

At this time Resolution No. 2019-033 was read as follow:

WHEREAS, THE WEST NEW YORK HOUSING AUTHORITY (hereinafter "Authority") is a public body, duly formed under the LOCAL REDEVELOPMENT AND HOUSING LAW, L. 1992 of Title 40A of the New Jersey Statutes Annotated) and possesses the power set forth therein; and

WHEREAS, on December 11, 2019, the Authority received one proposals from:

<u>Name of Bidder</u>	<u>Hourly Rate</u>	<u>Total Fee</u>
Hymanson, Parnes & Giampaolo, Lincroft, NJ	\$195.00	\$15,740.00

Whereas, this proposal is well within the budget allowance, and

Whereas, Hymanson, Parnes & Giampaolo has brevisly completed the Authority Audit.

WHEREAS, pursuant to the Request for Proposals and HUD procurement regulations, the proposal, was reviewed and scored by the Authority’s Review and Best Practices Committee, consisting of Commissioner Martorony, Commissioner Velasquez and Executive Director Robert DiVincent; with the **Hymanson, Parnes & Giampaolo**, has been evaluated as both qualified and complaint.

NOW, THEREFORE BE IT RESOLVED that the Authority hereby award the Fiscal Audit Contract to **Hymanson, Parnes & Giampaolo**;

NOW, THEREFORE, BE IT RESOLVED that the Authority hereby awards a contract for Fiscal Audit Services to **Hymanson, Parnes & Giampaolo** for an amount not to exceed 15,740.00 (Contract Fee), in accordance with HUD regulations.

Mr. DiVincent asked if there were any questions, there were none. Since there were none, he asked for a motion to approve. Said motion was made by Commissioner Martorony and seconded by Chairman Martell. The roll was called as follows:

- YEAS: Commissioner Fernandez, Commissioner Fuentes, Chairman Martell, Vice-Chairperson Reyes, Commissioner Martorony, Commissioner Velasquez
- NAYS: None

At this time Resolution No. 2019-034 Table

Mr. DiVincent asked if there were any questions, there were none. Since there were none, he asked for a motion to approve. Said motion was made by Commissioner Martorony and seconded by Commissioner Fernandez. The roll was called as follows:

- YEAS: Commissioner Fernandez, Commissioner Fuentes, Vice-Chairperson Reyes, Commissioner Martorony, Commissioner Velasquez
- NAYS: None
- ABSTAIN: Chairman Martell

At this time meeting was open to Housing Authority’s residents: Both tenants expressed their concerns in regards to the Parking Lot at 5800 Jefferson and outsides walking into the building and staying illegally with other tenants.

Mr. DiVincent and all Commissioners assured the tenants that they would look into their concerns and promised them that the next meeting will be held at their building so all tenants could attend and express their concerns.

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

At this time Chairman Martell made a motion to adjourn and Commissioner Fernandez seconded.

Meeting adjourned at 7:55 p.m.

Respectfully Submitted,

Robert A. DiVincent
Secretary