

MINUTES SCHEDULED CAUCUS MEETING – JUNE 19, 2017

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 19, 2016.

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 19, 2016 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 Chairman Parkinson.

Mr. DiVincent referred to item #3 – Minutes of previous scheduled regular meeting dated May 22, 2017 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. 2017–011- The Board was informed that three (3) bids were received with JLA Floor being the lowest response bidder and recommendation was made to award removal of existing floor tiles and cove base & installation of new floor tiles and cove base floor tile removal to JLA Floor.

Resolution No. 2017–012- The Authority advertised for Exterminating Services (excluding bedbugs) and received 4 proposals. The proposal received from Emergency Pest Control was withdrawn and the Board was recommended the contract be awarded to Prime Pest Control as the lowest responsive bidder. The Authority has concerns about Prime Pets Control ability to complete the task for the amount bid and the Authority will monitor this contract to ensure compliance. Also the contract will included a 30 day cancellation by the Housing Authority.

Mr. DiVincent informed the Board that all paper work for the RAD Program is in. Closing for the Senior Buildings should be done by August.

Mr. DiVincent informed the Board that renovation will star using Capital Fund money. Also that he’s planning on replacing all kitchen cabinets and showed the board a sample of them.

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

MINUTES SCHEDULED REGULAR MEETING JUNE 19, 2017

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 December 19, 2017.

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 19, 2016 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: Vice-Chairperson Roque, Commissioner Alcantara, Commissioner Fernandez, Commissioner Fuentes, Commissioner Rivera and Commissioner Schuerle.

ABSENT: Chairman Parkinson

At this time Mr. DiVincent referred to item # 3 A - Minutes of Previous Regular Scheduled Meeting dated May 22, 2017. Board was asked to approve as presented. Said motion was made by Vice-Chairperson Roque and seconded by Commissioner Alcantara. The roll was called as follows:

YEAS: Vice-Chairperson Roque, Commissioner Alcantara, Commissioner Fernandez, Commissioner Fuentes, Commissioner Rivera and Commissioner Schuerle.

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 Vice-Chairperson Roque and seconded Commissioner Fernandez. The roll was called as follows:

YEAS: Vice-Chairperson Roque, Commissioner Alcantara, Commissioner Fernandez, Commissioner Fuentes, Commissioner Rivera and Commissioner Schuerle.

NAYS: None

At this time Mr. DiVincent referred to Item #7

At this time Resolution No. 2017-011 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, on May 30, 2017, the Authority received the following bids for Removal And Installation of Floor Tiles and Cove Base:

<u>BIDDER</u>	<u>REMOVAL & DISPOSAL INSTALLATION OF EXISTING TILE</u>	<u>REMOVAL OF EXISTING COVE BASE</u>	<u>& DISPOSAL NEW VCT</u>
APEX Devel.	\$3.00 Sq. Ft.	\$1.00 Ln. Ft.	\$5.00 Sq. Ft. \$2.00 Ln. Ft.
Kennedy Floors	\$0.50 Sq. Ft.	\$0.25 Ln. Ft.	\$1.33 Sq. Ft. \$0.99 Ln. Ft.

WHEREAS, the Authority has been advised by its Counsel, Frank Leanza, Kennedy Floors, is therefore the lowest responsive bidder.

NOW, THEREFORE BE IT RESOLVED that the Authority hereby award Removal and Installation of Floor Tiles and Cove Base Contract for their price bid.

BE IT FURTHER RESOLVED, that the Authority Chairman and Executive Director are hereby authorized and empowered to take whatever action may be necessary and execute any documents that may be required, on behalf of the Authority, after consultation with legal counsel, to effectuate the purposes of this Resolution.

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 Vice-Chairperson Roque and seconded by Commissioner Fernandez. The roll was called as follows:

YEAS: Vice-Chairperson Roque, Commissioner Alcantara, Commissioner Fernandez, Commissioner Fuentes, Commissioner Rivera and Commissioner Schuerle.

NAYS: None

At this time Mr. DiVincent referred to Item #7

At this time Resolution No. 2017-012 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 of the Town of West New York advertised for a 2 year Exterminating Services bid excluding bedbugs; and

WHEREAS, on Thursday, May 30, 2017, the Authority received four (4) proposals from

<u>BIDDER</u>	<u>1 YEAR AMOUNT</u>	<u>2 YEARS AMOUNT</u>
Emergency Pest Control	\$7,000.00	\$14,000.00 - Bid Withdrawn
Prime Pest Control	\$9,960.00	\$19,920.00
Pest-A-Side Exterminating	\$14,565.10	\$29,131.20
Mite-Busters	\$12,852.00	\$25,704.00

WHEREAS, bids have been reviewed by Housing Authority Attorney, Frank Leanza, and found in legal conformance with the specifications; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of this Authority that the Executive Director be and is hereby authorized to enter into Exterminating Services with *Prime Pest Control* as the most responsive bidder.

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

YEAS: Vice-Chairperson Roque, Commissioner Alcantara, Commissioner Fernandez, Commissioner Fuentes, Commissioner Rivera and Commissioner Schuerle.

NAYS: None

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