

**MINUTES OF REGULAR CAUCUS MEETING – OCTOBER 28, 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.

Mr. DiVincent referred to item #3 – Minutes of previous schedule meeting dated September 16, 2019 and previous special meeting dated September 30, 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. There were none.

With regard to Item # 7 New Business

**RESOLUTION NO. 2019-025** Appointed as chairperson of the Board of Commissioner for reminding of the year 2019 to fill Adam Parkinson’s unexpired term.

**RESOLUTION NO. 2019-026** Revision to RFP for Auditing Services.

**RESOLUTION NO.2019-027** Generator Replacement-Pizzuto Building.

Motion was called as follows:

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

NAYS: None

At this time Commissioner Martorony suggested that the Board should be informed when the Authority has Bid openings so they can be present.

At this time Commissioner Martell suggested that the Board should form committees that would meet prior to the meeting in order to help the Authority’s performance. All Commissioner agreed.

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

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

Meeting adjourned at 7: 15 p.m.

Respectfully Submitted,

Robert A. DiVincent,  
Secretary

**MINUTES OF REGULAR MEETING OCTOBER 28, 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:** Vice-Chairperson Reyes, Commissioner Fernandez, Commissioner Fuentes, Commissioner Gomez, Commissioner Martell, Commissioner Velasquez and Frank Borin.

**ABSENT:** None

At this time Mr. DiVincent referred to item # 3 A- Minutes of Previous schedule meeting dated September 16, 2019 and previous special meeting dated September 30, 2019. Board was asked to approve as presented. Said motion was made by Commissioner Martell and seconded by Commissioner Fuentes. The roll was called as follows:

**YEAS:** Vice-Chairperson Reyes, Commissioner Fernandez, Commissioner Fuentes, Commissioner Gomez, Commissioner Martell and 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 Martell and seconded Commissioner Fernandez. The roll was called as follows:

**YEAS:** Vice-Chairperson Reyes, Commissioner Fernandez, Commissioner Fuentes, Commissioner Gomez, Commissioner Martell and Commissioner Velasquez.

**NAYS:** None

At this time Mr. DiVincent referred to Item #7

At this time Resolution No. 2019-025 Appointed as chairperson of the Board of Commissioner for the reminding of the year 2019 to fill Adam Parkinson’s unexpired term.

At this time Mr. DiVincent opened floor nominations for Chairperson.

Comm. Martorony nominated Commissioner Martell for Chairperson; nomination was seconded by Comm. Fuentes.

Mr. DiVincent asked for any other nominations for Chairperson. There were none.

Nominations were closed.

Comms. were polled. There were:

7 votes for Comm. Martell

Based on the above action the following resolution was introduced:

**BE IT RESOLVED** by the Housing Authority Board of commissioners that **Rafael Martell** be and is appointed as chairperson of the board of commissioners for the reminding of the year 2019 to fill Adam Parkinson’s unexpired term.

YEAS: Vice-Chairperson Reyes, Commissioner Fernandez, Commissioner Fuentes, Commissioner Gomez, Commissioner Martell and Commissioner Velasquez.

NAYS: None

At this time Resolution No. 2019-026 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 of Title 40A of the New Jersey Statutes Annotated) and possesses the power set forth therein; and

**WHEREAS**, the U.S. Department of Housing & Urban Development has requested that the Request for Proposals (RFP) for the annual audit be revised to include specific information regarding action to attract minority businesses, women’s business enterprises and labor surplus area firms; and

**(Revision to RFP for Auditing Services)**

**WHEREAS**, the specific language inserted in the revised Request for proposals is cited at 2CFR 200.320(a); and

**WHEREAS**, the Housing Authority is committed to attracting minority groups for participation in all contractual activity; **NOW THEREFORE**

**BE IT RESOLVED** by the Board of Commissioners of the West New York Housing Authority that:

- 1) The RFP for auditing services is hereby revised to include language citing minority businesses, woman’s business enterprises and labor surplus area firms; and
- 2)
- 3) The West New York Housing Authority is fully committed to satisfying the requirement of 2CFR Part 200

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 Martell. The roll was called as follows:

YEAS: Vice-Chairperson Reyes, Commissioner Fernandez, Commissioner Fuentes, Commissioner Gomez, Commissioner Martell and Commissioner Velasquez.

NAYS: None

At this time Resolution No. 2019-027 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 of Title 40A of the New Jersey Statutes Annotated) and possesses the power set forth therein; and

**WHEREAS**, the Authority accepted proposals for the following services – **Generator Replacement-Pizutto Building**, on or before, Tuesday, October 22, 2019 at 10:30 AM.; and

**WHEREAS**, All services must be in accordance with the existing laws, rules, orders, directives and regulations governing these services and supplies; and

**WHEREAS**, the Authority accepted bids from:

<u>NAME</u>	<b>Base Bid</b>	<b>Alt. 1</b>	<b>Alt. 2</b>
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<b>Liberty Mechanical Contractors</b> <b>\$107,850.00</b>	<b>\$265,871.00</b>	<b>\$107,850.00</b>
<b>Vanore Electric</b> <b>\$188,190.00</b>	<b>\$87,300.00</b>	<b>\$152,335.00</b>
<b>Manor II Electric, Inc</b> <b>\$104,000.00</b>	<b>\$155,000.00</b>	<b>\$145,000.00</b>

**WHEREAS**, pursuant to the Request for Proposals and HUD procurement regulations, the proposals were reviewed and scored by the Authority’s Review and Evaluation Committee, consisting of Consultant Snyder and Executive Director Robert DiVincent; with the **Vanore Electric** proposal being scored the highest.

**NOW, THEREFORE, BE IT RESOLVED** that the Authority hereby awards a contract for said services to **Vanore Electric**, 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 Commissioner Martell. The roll was called as follows:

YEAS: Vice-Chairperson Reyes, Commissioner Fernandez, Commissioner Fuentes, Commissioner Gomez, Commissioner Martell and Commissioner Velasquez.

NAYS: None

At this time Mr. DiVincent informed the Board that all ADA Units at 515-54<sup>th</sup> Street are now occupied. Also the concrete work at 5800 Jefferson is done.

At this time Chairman Martell reminded the Board his proposal that he would like to form a Board of Committed within the Commissioner to report back to the Commissioner before the regular meeting. Board agreed to form the committees effective January 1, 2020.

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

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

Meeting adjourned at 7:45 p.m.

Respectfully Submitted,

Robert A. DiVincent  
Secretary