

MINUTES OF REGULAR CAUCUS MEETING – JULY 19, 2021

**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, 2020.**

Secretary Robert DiVincent called the scheduled meeting to order at 7:00 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, 2020 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.

PRESENT: Chairman Martell, Vice-Chairperson Reyes, Commissioner Gomez, Commissioner Martorony, Commissioner Fernandez, Commissioner Fuentes and Counsel Jason Capizzi

ABSENT: Commissioner Velasquez

Mr. DiVincent referred to item #3 – Minutes of previous schedule meeting dated June 21, 2021 asking if there were any corrections, additions, comments or questions.

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.

At this time Chairman Martell asked to put on hold the two claims from Fee Accounting-All members of the Board agreed.

With regard to Item # 7 New Business

Resolution No. 2021-05- Award Fee Accounting Services Contract

Resolution No. 2021-012- Award Storm & Sanitary Drain Cleaning Services

At this time the Board agreed to introduce a resolution that was not in the agenda.

Resolution No. 2021-013 Resolution Authorizing Employment Contract with Executive Director

At this time motion was made to go into Executive Section. Said motion was made by Chairman Martell and seconded Commissioner Fuentes. The roll was called as follows:

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

NAYS: None

Counsel Capizzi spoke to the Board in regards to the Resolution No. 2021-013

At this time motion was made to go back into regular section. Said motion was made by Commissioner Gomez and seconded by Commissioner Fuentes.

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

NAYS: None

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

Meeting adjourned at 7:14 p.m.

Respectfully Submitted,

Robert A. DiVincent,
Secretary

MINUTES OF REGULAR MEETING JULY 19, 2021

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, 2020 POSTED ON THE BULLETIN BOARD, FORWARDED TO THE JERSEY JOURNAL, EL ESPECIALITO, THE CLERK OF THE TOWN OF WEST NEW YORK

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

Saluted the Flag

The roll was called as follows:

PRESENT: Chairman Martell, Vice-Chairperson Reyes, Commissioner Gomez, Commissioner Martorony, Commissioner Fernandez, Commissioner Fuentes and Counsel Jason Capizzi

ABSENT: Commissioner Velasquez

At this time Mr. DiVincent referred to item # 3 A - Minutes of previous regular meeting dated June 21, 2021. Board was asked to approve as presented. Asking for a motion to accept as presented. Said motion was made by Commissioner Fuentes and seconded Commissioner Martell. The roll was called as follows:

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

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. Board was asked to approve as presented minus the two claims for Fee Accounting. Said motion was made by Chairman Martell and seconded Commissioner Fuentes. The roll was called as follows:

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

NAYS: None

At this time Mr. DiVincent referred to Item #7

At this time Resolution No. 2021-005 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 caused to be published a Request for Proposals for Fee Accountant Services, in compliance with HUD procurement regulations; and

WHEREAS, on July 15, 2021 the Authority received proposals from:

	Annual Fee	Monthly Rate	Hourly Fee
David Ciarrocca, CPA	\$74,400.00	\$6,200.00	\$155.00
Hymanson, Parnest & Giampaola	\$93,600.00	\$7,800.00	\$195.00

WHEREAS, pursuant to the Request for Proposals and HUD procurement regulations, the proposal was received and scored by the Authority's Review and Evaluation Committee, consisting of Executive Director Robert A. DiVincent and Housing Authority's Commissioners with the David Ciarrocca, CPA being the lowest bidder.

NOW, THEREFORE, BE IT RESOLVED that the Authority hereby awards a contract for Fee Accounting Services to avid Ciarrocca, CPA for an amount not to exceed \$68,000 in accordance with HUD regulations, the Request for Proposals and for a period of one (1) year, August 1, 2021 to July 31,2022.

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.

Said motion was made by Chairman Martell and seconded by Commissioner Martorony. The roll was called as follows:

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

NAYS: None

At this time Resolution No. 2021-012 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 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 “**Storm and sanitary Sewer Cleaning System**”, on or before Thursday, July 15, 2019 at 11:00 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, on Thursday, July 15, 2021, the Authority received two (2) proposals from:

<u>NAME</u>	<u>Flat Rate Regular Hr.</u>	<u>Flat Rate After Hr.</u>	<u>Flat Rate Sat. Sun. Holidays</u>
Hernandez Sewer & Drain Cleaning Services – Bogota, NJ	\$385.00	\$385.00	\$385.00
National Water Main Cleaning- Kearny, NJ	\$391.25	\$457.70	\$523.25

WHEREAS, bids have been reviewed by Housing Authority Attorney, Jason Capizzi, 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 Storm and Sewer Sanitary Cleaning Systems with ***Hernandez Sewer & Drain Cleaning Services*** as the lowest responsive bidder.

NOW, THEREFORE BE IT RESOLVED that the Authority hereby award the Storm and Sanitary Sewer Line Cleaning Systems 2year Contract to **Hernandez Sewer & Drain Cleaning Services** 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 Commissioner Fuentes and seconded by Chairman Martell. The roll was called as follows:

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

NAYS: None

At this time Resolution No. 2021-013 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 of Title 40A of the New Jersey Statutes Annotated) and possesses the power set forth therein; and

Whereas, Robert DiVincent (hereinafter referred to as “Employee”) has served as Executive Director of the Authority since 1999, and

Whereas, Employee has attained retirement eligibility in New Jersey’s Public Employees Retirement System and reviews in preparation therefore have disclosed ambiguities among Employee’s multiple employment contracts with the Authority in the past years;

Whereas, such ambiguities have resulted in different calculations as to both accrued vacation days and salary, including longevity; and

Whereas, in order to minimize potential legal expenses and other costs the Authority has determined to reach a fair and equitable settlement of any and all compensation heretofore or hereinafter claimed by Employee.

NOW, THEREFORE BE IT RESOLVED AS FOLLOWS:

The Authority shall enter into the attached employment contract with Employee which will be determinative of his entitlement to any future salary or benefit from the Authority and any payments previously made by the Authority shall satisfy any and all past obligations between the Authority and the Employee arising out of previous contracts and interpretations thereof.

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 Gomez. The roll was called as follows:

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

NAYS: None

At this time Counsel Capizzi informed the Board that the Pilot was received, final agreement and closing will be the following week.

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

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

Meeting adjourned at 7:42 p.m.

Respectfully Submitted,

Robert A. DiVincent
Secretary