

MINUTES OF REGULAR MEETING JUNE 15, 2020

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 at 6100 Adams Street, West New York, New Jersey 07093

Secretary Robert DiVincent called the meeting to order at 7:00 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 16, 2019 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 Martell, Commissioner Fernandez, Commissioner Gomez, Commissioner Fuentes, Commissioner Martorony, Commissioner Velasquez and Jason Capizzi.

ABSENT: Vice-Chairperson Reyes

At this time Mr. DiVincent referred to item # 3 A - Minutes of Previous schedule meeting dated May 18, 2020. Board was asked to approve as presented. Said motion was made by Commissioner Fuentes and seconded by Commissioner Martorony. The roll was called as follows:

YEAS: Chairman Martell, Commissioner Fernandez, Commissioner Gomez, Commissioner Fuentes, 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 Martorony and seconded Commissioner Fernandez. The roll was called as follows:

YEAS: Chairman Martell, Commissioner Fernandez, Commissioner Fuentes, Commissioner Gomez, Commissioner Martorony, Commissioner Velasquez.

NAYS: None

At this time Mr. DiVincent referred to Item #7

At this time Resolution No. 2020-011 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, the Authority caused to be published a Request for Proposals for General Legal Services, in compliance with HUD procurement regulations; and

WHEREAS, on June 9, 2020, the Authority received a proposal from:

DeCotiis, FitzPatric, Cole & Giblin, Paramus, NJ \$125.00/hr \$6,250.00/monthly

Jason Capizzi, West New York, 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 **Jason Capizzi** for an amount not to exceed \$6,250.00 (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 Fernandez and seconded by Commissioner Martorony. The roll was called as follows:

YEAS: Chairman Martell, Commissioner Fernandez, Commissioner Fuentes, Commissioner Gomez, Commissioner Martorony, Commissioner Velasquez.

NAYS: None

At this time Resolution No. 2020-012 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 Authority caused to be published a Request for Proposals for Special Legal Services - Employment, in compliance with HUD procurement regulations; and

WHEREAS, on June 9, 2020, the Authority received proposals from:

<u>Eric Bernstein & Assoc. LLC., Warren, NJ</u>	\$130/hr	\$20,800-Contract Fee
<u>Ruderman & Roth, LLC., Springfield, NJ</u>	\$150/hr	\$24,000-Contract Fee
<u>Grace Marmero & Assoc. LLP., Woodbury, NJ</u>	\$150/hr	\$

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 **Eric Bernstein & Assoc.** proposal scoring higher in the cost category and the **Ruderman & Roth, LLC** 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 **Ruderman & Roth, LLC** proposal thus scored higher.

NOW, THEREFORE, BE IT RESOLVED that the Authority hereby awards a contract for Special Legal Services to Ruderman & Roth, LLC for an amount not to exceed (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 Chairman Martell and seconded by Commissioner Fernandez. The roll was called as follows:

YEAS: Chairman Martell, Commissioner Fernandez, Commissioner Fuentes, Commissioner Gomez, Commissioner Martorony, Commissioner Velasquez.

NAYS: None

At this time Resolution No. 2020-013 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, N.J.S.A. 405A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended September 30, 2019 has been completed and filed with the Local Finance Board of the State of New Jersey pursuant to N.J.S.A. 40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A-17, requires the governing body of each Authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled: General Comments” and by the Local Finance Board, and

NOW THEREFORE BE IT RESOLVED, 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 ended September 30, 2019 and specifically has reviewed the section of the audit report entitle “Notes to Financial Statements”, “Supplemental Information” and “Findings and Recommendations” and has evidenced same by group0 affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED, 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.

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 Fuentes. The roll was called as follows:

YEAS: Chairman Martell, Commissioner Fernandez, Commissioner Fuentes, Commissioner Gomez, Commissioner Martorony, Commissioner Velasquez.

NAYS: None

At this time Mr. DiVincent informed the Board that the generation at Pizzuto Building is in full operation mode.

Also Mr. DiVincent informed the Board that the test for COVID-19 would be done on June 27. Test will be at no charge to the tenants.

At this time Chairman Martell informed the Board the he would be meeting with the Security Guards the following Wednesday for a training class on policies on procedures as what they should be doing on a regular basis.

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 7:35 p.m.

Respectfully Submitted,

Robert A. DiVincent
Secretary