

MINUTES OF REGULAR CAUCUS MEETING – JUNE 21, 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, Commissioner Gomez, Commissioner Martorony, Commissioner Fuentes and Jason Capizzi

ABSENT: Vice-Chairperson Reyes, Commissioner Fernandez and Commissioner Velasquez

Mr. DiVincent referred to item #3 – Minutes of previous schedule meeting dated May 17, 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.

With regard to Item # 7 New Business

Resolution No. 2021-05- Award Fee Accounting Services Contract to William Katchen, CPA. (Table) Chairman Martell requested to contact additional bidders.

Resolution No. 2021-06- Resolution of The Housing Authority of The Town of West New York Authorizing Dewey Fillmore, Inc. To Purchase the Interests of The Limited Partner and Special Limited Partner of WNYHC Urban Renewal Associates I, L.P. And Undertake All Actions Necessary Therefor and Incidental Thereto

Resolution No. 2021-07- Award Exterminating Services Contract (Excluding Bedbugs)

Resolution No. 2021-08- Award Exterminating Services for Bedbugs

Resolution No. 2021-09- Award Electrical Services

Resolution No. 2021-010-General Legal Services

Resolution No. 2021-011-Special Legal Services-Employee Labor Problems

At this time Commissioner Martorony informed the Board that the claim for unused vacation and sick time for Director Mr. DiVincent will be put on hold since changes are being made. Also, Mr. DiVincent contract will be negotiated, it will be a one-year contract retroactive to January, 2021.

Commissioner Fuentes thank the Board for a job well done.

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

Meeting adjourned at 7:25 p.m.

Respectfully Submitted,

Robert A. DiVincent,
Secretary

MINUTES OF REGULAR MEETING JUNE 21, 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, Commissioner Gomez, Commissioner Martorony, Commissioner Fuentes and Jason Capizzi

ABSENT: Vice-Chairperson Reyes, Commissioner Fernandez and Commissioner Velasquez

At this time Mr. DiVincent referred to item # 3 A - Minutes of previous regular meeting dated May 17, 2021. Board was asked to approve as presented. Asking for a motion to accept as presented. Said motion was made by Commissioner Martorony and seconded Commissioner Gomez. The roll was called as follows:

YEAS: Chairman Martell, Commissioner Gomez, Commissioner Martorony, Commissioner Fuentes

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

YEAS: Chairman Martell, Commissioner Gomez, Commissioner Martorony, Commissioner Fuentes

NAYS: None

At this time Mr. DiVincent referred to Item #7

At this time Resolution No. 2021-005 was read as follows: **TABLE**

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

YEAS: Chairman Martell, Commissioner Gomez, Commissioner Martorony, Commissioner Fuentes

NAYS: None

At this time Resolution No. 2021-006 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

RESOLUTION OF THE HOUSING AUTHORITY OF THE TOWN OF WEST NEW YORK AUTHORIZING DEWEY FILLMORE, INC. TO PURCHASE THE INTERESTS OF THE LIMITED PARTNER AND SPECIAL LIMITED PARTNER OF WNYHC URBAN RENEWAL ASSOCIATES I, L.P. AND UNDERTAKE ALL ACTIONS NECESSARY THEREFOR AND INCIDENTAL THERETO

WHEREAS, The Housing Authority of the Town of West New York (the "Authority") is a public body, duly formed under the Local Redevelopment and Housing Law, constituting Chapter 79 of the Pamphlet Laws of 1992, of the State of New Jersey, as amended and supplemented (N.J.S.A. 40A:12A-1 et seq.) and possesses the powers set forth therein;

WHEREAS, the Authority previously developed 143 low and moderate income housing units named Madison Manor, Fillmore Towers and Dewey Gardens primarily through low income housing tax credits, which financing resulted in the creation of the West New York Housing Corporation (the "Corporation") and WNYHC Urban Renewal Associates I, L.P.;

WHEREAS, WNYHC Urban Renewal Associates I, L.P. is a partnership of Dewey Fillmore, Inc. (the "General Partner"), WNC Institutional Tax Credit Fund X New Jersey Series 2, L.P. (the "Limited Partner"), and WNC Housing, L.P. (the "Special Limited Partner");

WHEREAS, Dewey Fillmore, Inc. is owned by the Authority and the Corporation; and

WHEREAS, the General Partner desires to exercise its right to purchase the entire interest of each of the Limited Partner and the Special Limited Partner as set forth in the Amended and Restated Agreement of Limited Partnership of WNYHC Urban Renewal Associates I, L.P. dated as of August 10, 2001, and to undertake all actions necessary therefor and incidental thereto (the "Project"); and

WHEREAS, the total estimated cost of the Project, including all costs and professional fees incidental thereto, is an amount not to exceed \$ _____; which shall be paid by the Corporation using cash on hand in the Corporation's [NAME] Account.

NOW THEREFORE, BE IT RESOLVED BY THE AUTHORITY AS FOLLOWS:

Section 1. The Authority hereby authorizes the General Partner to undertake the Project as described in the recitals to this Resolution. The total estimated cost of the Project, including all costs and professional fees incidental thereto, is an amount not to exceed \$ _____; which shall be paid by the Corporation using cash on hand in the Corporation's [NAME] Account.

Section 2. The Executive Director of the Authority is hereby designated as the Authorized Representative of the General Partner, and authorized to execute and deliver any documents, instruments or closing certificates on behalf of the General Partner deemed necessary, desirable or convenient to complete the Project; including, but not limited to, the execution and delivery of the Purchase Agreement in substantially the form set forth in Appendix A hereto, with such changes as the Executive Director may determine after consultation with the General Counsel (the "Agreement").

Section 3. The Executive Director is hereby authorized to create a single member limited liability corporation to be owned by the General Partner and to be used for the sole purpose of completing the Project as contemplated by the Agreement.

Section 4. The Authority hereby authorizes its General Counsel, Municipal Advisor and Fee Accountant to perform such actions deemed necessary, desirable or convenient to complete the Project.

Section 5. This resolution shall take effect immediately.

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 Commissioner Martorony. The roll was called as follows:

YEAS: Chairman Martell, Commissioner Gomez, Commissioner Martorony, Commissioner Fuentes

NAYS: None

At this time Resolution No. 2021-007 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 Housing Authority of the Town of West New York advertised for a 2-year Exterminating Services bid excluding bedbugs; and

WHEREAS, on June 17, 2021, the Authority received two (1) proposal from

<u>BIDDER</u>	<u>AMOUNT</u>
Mitebusters	\$19,700.00

WHEREAS, bids have been reviewed by Housing Authority 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 *Mitebusters* as the lowest 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 Fuentes and seconded by Commissioner Martorony. The roll was called as follows:

YEAS: Chairman Martell, Commissioner Gomez, Commissioner Martorony, Commissioner Fuentes

NAYS: None

At this time Resolution No. 2021-008 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 Housing Authority of the Town of West New York advertised for a 2-year Exterminating Services (Bedbugs); and

WHEREAS, on June 17, 2021, the Authority received one (1) proposal from

<u>BIDDER</u>	<u>PRICE/PER UNIT/ PER VISIT- 5 TREATMENTS</u>
Mikebuster	\$250.00

WHEREAS, bids have been reviewed by Housing Authority Attorney 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 **Mikebuster** 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 Martorony and seconded by Commissioner Fuentes. The roll was called as follows:

YEAS: Chairman Martell, Commissioner Gomez, Commissioner Martorony, Commissioner Fuentes
NAYS: None

At this time Resolution No. 2021-009 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, on Thursday, June 17, 2021 at 11:30 a.m. the Authority received the following bids for Electrical Services:

<u>Name of Bidder</u>	<u>Flat Hourly Rate</u>		<u>Flat Hourly Rate</u> <u>Sat/Sun/Holidays</u>
	<u>Regular</u>	<u>Hours Mon-Fri after Regular Hours Mon-Fri</u>	
Vanore Electric Hackensack, NJ	\$94.46	\$141.69	\$188.92
Sals Electric Jersey City, NJ	\$125.00	\$190.00	\$250.00

NOW, THEREFORE BE IT RESOLVED that the Authority hereby award the Electrical Services Contract to **Vanore Electric**, as the lowest bidder;

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 Commissioner Martorony The roll was called as follows:

YEAS: Chairman Martell, Commissioner Gomez, Commissioner Martorony, Commissioner Fuentes
NAYS: None

At this time Resolution No. 2021-010 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 General Legal Services, in compliance with HUD procurement regulations; and

WHEREAS, on June 17, 2021 the Authority received a proposal from:

Capizzi Law, 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 David Hepperle and Executive Director Robert DiVincent.

NOW, THEREFORE, BE IT RESOLVED that the Authority hereby awards a contract for Special Legal Services to **Capizzi Law** 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. Said motion was made by Commissioner Martorony and seconded by Chairman Martell. The roll was called as follows:

YEAS: Chairman Martell, Commissioner Gomez, Commissioner Martorony, Commissioner Fuentes
NAYS: None

At this time Resolution No. 2021-011 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 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 17, 2021, the Authority received proposals from:

<u>Eric Bernstein & Assoc.</u>	\$130/hr	\$20,800-Contract Fee
<u>DeCotiis, Fitzpatrick Cole & Giblin</u>	\$175/hr	\$28,000-Contract Fee
<u>Rudermant & Roth LLC.</u>	\$175/hr	\$24,000-Contract Fee

WHEREAS, the proposals were reviewed by the Authority's Review by David Hepperle and Executive Director Robert DiVincent; with the Rudermant & Roth LLC 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 Rudermant & Roth LLC. proposal thus scored higher.

NOW, THEREFORE, BE IT RESOLVED that the Authority hereby awards a contract for Special Legal Services to Rudermant & Roth LLC. for an amount not to exceed \$24,000.00(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 Fuentes and seconded by Commissioner Martorony. The roll was called as follows:

YEAS: Chairman Martell, Commissioner Gomez, Commissioner Martorony, Commissioner Fuentes

NAYS: None

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

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

Meeting adjourned at 7:40 p.m.

Respectfully Submitted,

Robert A. DiVincent
Secretary