

**MINUTES OF REGULAR MEETING MARCH 22, 2021**

**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 via zoom.**

Secretary Robert DiVincent called the meeting to order at 7:00 p.m.

The West New York Housing Authority will conduct its March 22, 2021 meeting electronically, in accordance with the Open Public Meeting Act, N.J.S.A. 10:4-6 ET SEQ. AND IN CONSIDERATION OF Executive Order No. 103, issued by Governor Murphy on March 9, 2020, declaring a State of Emergency and a Public Health Emergency in the State of New Jersey.

**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**

Saluted the Flag

The roll was called as follows:

**PRESENT:** Chairman Martell, Commissioner Fuentes, Commissioner Gomez, Commissioner Martorony, Commissioner Velasquez and Jason Capizzi

**ABSENT:** Vice-Chairperson Reyes and Commissioner Fernandez

At this time Mr. DiVincent referred to item # 3 A - Minutes of Previous special meeting dated March 1, 2021. Board was asked to approve as presented. Asking for a motion to accept as presented. Said motion was made by Commissioner Gomez and seconded Commissioner Fuentes. The roll was called as follows:

**YEAS:** Chairman Martell, Commissioner Fuentes, Commissioner Gomez, 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. Board was asked to approve as presented. Asking for a motion to accept as presented. Said motion was made by Chairman Martell and seconded Commissioner Gomez. The roll was called as follows:

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

**NAYS:** None

At this time Mr. DiVincent referred to Item #7

At this time Resolution No. 2021-004 was read as follows:

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 desires to engage the services of an Independent Registered Municipal Advisor (“Municipal Advisor) to provide finance advise with respect to various matters;

WHEREAS, the Authority duly issued a Request for Qualifications for Municipal Advisor on **March 8, 2021** (“RFQ”) in accordance with applicable law;

WHEREAS, the Authority accepted Statements of Qualifications for Municipal Advisor on or before March 22, 2021 at **11:00 AM**;

WHEREAS, the Authority received Statements of Qualifications for Municipal Advisor from the following firms:  
Phoenix Advisors, LLC of Bordentown, NJ  
NW Financial Group, LLC of Hoboken, NJ;

WHEREAS, the Statements of Qualifications received were reviewed by the Authority’s Review and Evaluation Committee and deemed technically compliant with the requirements of the RFQ; and

WHEREAS, NW Financial Group, LLC is recommended by the Executive Director as the firm best qualified to meet the needs of the Authority and to be appointed as Municipal Advisor given its prior experience with and proximity to the Authority.

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

Section 1. The Authority hereby qualifies and appoints NW Financial Group, LLC of Hoboken, NJ to serve as Municipal Advisor to the Authority for the current fiscal year.

Section 2. The Executive Director is hereby authorized to engage the services of NW Financial Group, LLC as needed following the receipt of a fee proposal prior to the commencement of work.

Mr. DiVincent informed the Board that above resolution is to be awarded due to qualifications not price.

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 Velasquez. The roll was called as follows:

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

NAYS: None

At this time Mr. DiVincent informed the Board that applications for Affordable Housing (Corporation) will be given out on April 26 and 27, 2021, such was sent to the Board to review.

At this time Commissioner Martorony asked for an explanation on how the Housing Authority waiting list for Seniors and Family is handle. He would like to know how many applicants are on each waiting list. Commissioner Martorony recommended that the list be updated by certified mail once a year - Mr. DiVincent agreed. Commissioner Martorony would like to have an update on the next meeting.

At this time Chairman Martell requested that he would like to see a report showing when apartments become empty and how long do they remain empty, he would like to see how fast can we turn apartments around.

Commissioner Fuentes question how much time and cost it would be to mail those letters out- Mr. DiVincent explained it shouldn't be expensive but he would inform the Board of price.

Commissioner Martell asked about the process and documentation when repairs are needed – Mr. DiVincent explained a work order gets done and sent to maintenance supervisor. Also, if needed, Jorge goes to inspect and confirm it needs to be done, depending on what it's.

Commissioner Martell questioned if there is an active inventory of the storage room at 6100 Adams Street – as per Mr. DiVincent yes and no. Mr. DiVincent explained to the Board that it changes in a regular basics. Commisisoner Martell commented so there is no tracking of what goes in and out of the room.

At this time Closed Section. Motion was made by Commissioner Martorony and second by Commissioner Velasquez.

At this time Open Section. Motion was made by Chairman Martell and second by Commissioner Fuentes.

Chairman Martell would like to see meetings going back to in person meetings. Not all Commissioners feel comfortable doing face to face meetings yet.

Commissioner Martell told the Board that he would like for the Commissioner to visit the buildings every so often.

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 Chairman Martell seconded.

Meeting adjourned at 8:10 p.m.

Respectfully Submitted,

Robert A. DiVincent  
Secretary