

**MINUTES OF REGULAR MEETING MAY 18, 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, Vice-Chairperson Reyes, Commissioner Fernandez, Commissioner Gomez, Commissioner Martorony, Commissioner Velasquez and Jason Capizzi.

**ABSENT:** Commissioner Fuentes

At this time Mr. DiVincent referred to item # 3 A - Minutes of Previous schedule meeting dated April 20, 2020. Board was asked to approve as presented. Said motion was made by Commissioner Fernandez and seconded by Commissioner Martorony. The roll was called as follows:

**YEAS:** Chairman Martell, Vice-Chairperson Reyes, Commissioner Fernandez, 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. Asking for a motion to accept as presented. Said motion was made by Commissioner Martorony and seconded Chairman Martell. The roll was called as follows:

**YEAS:** Chairman Martell, Vice-Chairperson Reyes, Commissioner Fernandez, Commissioner Gomez, Commissioner Martorony, Commissioner Velasquez.

**NAYS:** None

At this time Mr. DiVincent referred to Item #7

At this time Resolution No. 2020-006 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, 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**, on May 14, 2020 the Authority received the following bids for Emergency Generator Services 2 year contract:

	<b>Flat Rate 8 am- 4pm</b>	<b>Flat Rate Sat-Sunday</b>	<b>Flat Rate Sunday-Holidays</b>
<b>Ener-g-Rudex</b>	<b>\$90.00 per/hr.</b>	<b>\$135.00 per/hr.</b>	<b>\$180.00 per/hr.</b>

**NOW, THEREFORE BE IT RESOLVED** that the Authority hereby award the Emergency Generator Services Contract to **Ener-g-Rudex** as the lowest responsive 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 Martorony and seconded by Chairman Martell. The roll was called as follows:

YEAS: Chairman Martell, Vice-Chairperson Reyes, Commissioner Fernandez, Commissioner Gomez, Commissioner Martorony, Commissioner Velasquez.

NAYS: None

At this time Resolution No. 2020-007 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, 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 Housing Authority advertised for and accepted bids on May 14, 2020 for provision of Fire Alarm System Inspection, Testing and Maintenance Services at all facilities; and

**WHEREAS**, the following bid was received:

	<b><u>2 Year Contract Price</u></b>	<b><u>Flat Rate Hourly Rate</u></b>	<b><u>Flat Rate AfterHours</u></b>	<b><u>Flat Rate Holiday/Weekend</u></b>
Fire Security & Tech	\$ 25,500.00	\$ 117.00	\$ 175.00	\$ 244.00
New World Solutions	\$ 165,775.00	\$ 115.00	\$ 172.00	\$ 230.00

**NOW, THEREFORE BE IT RESOLVED** that the Authority hereby award the Fire Alarm System Inspection, Testing and Maintenance Services Contract to **Fire Security & Technologies** as the lowest responsive bidder;

**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 Contract for Fire Alarm System Inspection, Testing and Maintenance Services at all facilities with Fire Security & Technologies as the sole 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 Fernandez. The roll was called as follows:

YEAS: Chairman Martell, Vice-Chairperson Reyes, Commissioner Fernandez, Commissioner Gomez, Commissioner Martorony, Commissioner Velasquez.

NAYS: None

At this time Resolution No. 2020-008 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, 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 Fee Accountant Services, in compliance with HUD procurement regulations; and

**WHEREAS**, on May 14, 2020 the Authority received a proposal from **William Katchen, CPA**,

**WHEREAS**, the Authority accepted a bid from:

	<b>Annual Fee</b>	<b>Monthly Rate</b>
<b>William Katchen</b>	\$65,400.00	\$5,450.00

**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 William Katchen, CPA being the only bidder

**NOW, THEREFORE, BE IT RESOLVED** that the Authority hereby awards a contract for Fee Accounting Services to **William Katchen, CPA** for an amount not to exceed \$65,400 in accordance with HUD regulations, the Request for Proposals and for a period of one (1) year, August 1, 2020 to July 31, 2021.

**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 Martorony and seconded by Commissioner Fernandez. The roll was called as follows:

YEAS: Chairman Martell, Vice-Chairperson Reyes, Commissioner Fernandez, Commissioner Gomez, Commissioner Martorony, Commissioner Velasquez.

NAYS: None

At this time Resolution No. 2020-009 – No Bids Were Received.

At this time Resolution No. 2020-010 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, 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 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 has stated policy that an employee of the Authority in good standing, as determined by the Commissioners, who retires from his employment of at least ten (10) years with the Authority shall be entitled to a separation benefit for unused time of one half (1/2) the unused time, up to maximum payment of \$8,500.00; and

**WHEREAS**, Frederico Cainas has retired from her employment with the Authority and has been determined by the Commissioners to be eligible for the maximum separation benefit.

**NOW THEREFORE BE IT RESOLVED** that Frederico Cainas is entitled to a \$5,443.87 separation benefit for unused sick pay.

**BE IT FURTHER RESOLVED** that subject to budgetary and cash flow constraints, the Chairman and Secretary are hereby authorized to effectuate such \$5,443.87 payment.

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 Velasquez. The roll was called as follows:

YEAS: Chairman Martell, Vice-Chairperson Reyes, Commissioner Fernandez, Commissioner Gomez, Commissioner Martorony, Commissioner Velasquez.

NAYS: None

At this time Mr. DiVincent informed the Board that all Senior Tenants were scheduled to be tested for COVID-19 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 Martorony seconded.

Meeting adjourned at 8:00 p.m.

Respectfully Submitted,

Robert A. DiVincent  
Secretary