

STATE OF NEW JERSEY
SECAUCUS HOUSING AUTHORITY
700 COUNTY ROAD
SECAUCUS, NEW JERSEY

September 27, 2018

CLOSED EXECUTIVE SESSION

This is a summary of the minutes of a
CLOSED EXECUTIVE SESSION as taken on
Thursday, September 27, 2018 at Kroll Heights, Secaucus, New Jersey

Executive Director Christopher Marra called the meeting to order.

ROLL CALL

Present: Chairman Michael Schlemm
Vice-Chairman Michael Harper
Commissioner Richard Fairman
Commissioner Antonio Suarez
Commissioner Carmen Rivera

Also Present: Executive Director Christopher Marra
Deputy Executive Director Jake Naszimento
Charles D'Amico, Esq., Counsel to the Authority

Absent: Commissioner Patricia Mondadori
Commissioner Michael Grecco

ED Marra opened the Closed Session by stating that he wanted to bring to the attention three items for the Boards information:

- 1) As of September 27, 2018, More Roofing had not completed the job at either The Elms or 600 County Avenue. A long conversation ensued, including the distribution of a letter that ED Marra had written to More Roofing stating that there would be deductions from the final bill including \$200 per day in Liquidated Damages.

Lee Mestres the architect for the project indicated he believed that the Liquidated Damages bar was "high" in that the Authority had to prove that it was spending \$200 per day – every day the job had not been completed on time. The Authority's attorney Charles D'Amico asked to

be sent the a copy of the contract, but he did not believe the bar is as high as Lee Mestres mentioned.

There was also discussion about whether the Authority should have its attorney contact More Roofing's bond company. However, as all had agreed it was so late in the project that it was unlikely that was going to accomplish anything.

The result of the conversation was that the Board instructed the ED Marra not to make a 2nd payment to More Roofing until such time as it had procured the 20-year warranty from Carlisle Roofing. In addition, ED Marra was to put together the full list of deductions, landscaping, replacement of carpeting, repair of ceilings, and liquidated damages so that it could be reviewed by both Lee Mestres and the authority's attorney. Finally, the Board asked ED Marra to obtain the midway report from Carlisle on how the roof was being installed.

- 2) ED Marra spoke to the Board about the status of the Elevator project at The Elms. While it was not completed, it was anticipated to be completed in the next couple of weeks. It had an inspection performed on it by the town, but it failed. In addition, there is a changes order that we need to vote on tonight. This change order is the first one we are voting on, as there have been a number of change orders along the way, but there was a \$5,000 allowance built into the project which absorbed all of the previous change orders. If this change order is needed tonight it will only send the project over budget by \$216. ED Marra handed out the change order for everyone to review. Therefore, I am recommending that we vote for this change order.
- 3) Finally, ED Marra provided information to the Board that one of its maintenance men (name withheld) recently provided ED Marra with a doctor's note that indicated due to health issues he could no longer shovel snow. He could push a snow blower and perform other tasks, but could no longer shovel snow. ED Marra was instructed to contact the JIF regarding this matter to obtain some legal guidance for the Authority.

Adjournment of Closed Session

Chairperson Schlemm asked for a motion to close the Executive Session of the meeting and go back into Open Session. Vice Chairman Harper made the motion and Commissioner Rivera seconded the motion. All parties voted in favor of adjourning the closed session portion of the meeting at approximately 7:55 p.m.

Submitted by Christopher Marra