

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

This is a condensed transcription of the taped minutes as taken on Thursday, June 27, 2019 in Conference Room of SHA Offices, 700 County Road, Secaucus, New Jersey.

Executive Director Christopher Marra called the meeting to order.

**ROLL CALL**

Present: Commissioner Richard Fairman  
Commissioner Patricia Mondadori  
Commissioner Carmen Rivera  
Commissioner Antonio Suarez  
\*\*Commissioner Michael Harper – arrived @ 7:20 P.M.

Absent: Chairman Michael Schlemm

ED Marra read the Open Public Meetings Act.

**OPEN PUBLIC MEETINGS ACT**

**“Adequate notice of this meeting, as required by the Open Public Meetings Act, has been provided by the filing of a Regular Meeting Notice with the Municipal Clerk, the posting of said notice on the official bulletin board in the Municipal Government Center, and delivery of same to the Jersey Journal on December 18, 2018. This body wishes to advise you that, in accordance with N.J.S.A. 26:3D(1), et seq. (Smoking in Public Buildings), smoking is prohibited while this body is in open or closed session.”**

(No flag available this evening in the Conference Room.)

**APPROVAL OF PREVIOUS MEETING MINUTES – May 23, 2019**

Motion to approve minutes made by Commissioner Suarez; 2<sup>nd</sup> by Commissioner Rivera.

VOTE: AYES/All Present Commissioners (4)                      Absent: Schlemm/Harper\*

## **PAYMENT OF CLAIMS**

Biggest bill was \$35,000 for purchase of new truck; last truck lasted 20 years. Commissioner Fairman questioned plumbing bill of \$5,527.31. ED Marra said it was for various locations, multiple jobs. He said some bills went back to February: \$1,361 and \$1,165 -- \$1,361 was last hot water heater repaired by Magic Touch in February. Since April, we have had Greg Kohl proactively changing hot water heaters to save money. Janitorial services were being done on a daily basis by Unicorn through the end of May. They are now with a new company and we will see a new invoice in July.

(Commissioner Harper arrived at this point of the meeting.)

ED Marra said number for Unicorn had been negotiated to do job every day in April/May, much different than their \$1,000/month for just Mondays. In July's list there will be a list for company that did just June -- \$25,000 over 12 months.

Motion to approve made by Commissioner Harper; 2<sup>nd</sup> by Commissioner Suarez.

VOTE: AYES/All Present Commissioners (5)

Absent: Schlemm

## **ED MARRA INTRODUCES 1<sup>ST</sup> TWO (AND ONLY 2) SCHOLARSHIP WINNERS FROM SECAUCUS WHO HAVE WON A NEW JERSEY NAHRO SCHOLARSHIP**

ED Marra introduced Khoa Nguyen and Nikko Gonzalez. Khoa was here last year with his family and is working as an Intern for 10 weeks. He will receive subsidized money through the 10 weeks he is here.

Khoa graduated from Secaucus High School and was last year's NJNAHRO's scholarship winner. Khoa attends Rutgers in New Brunswick majoring in exercise science to be a physician's assistant. Khoa thanked the Board and NJNAHRO for giving him the opportunity to Intern. Khoa has been with SHA for 4 weeks already this year working in the office and with Maintenance as well. Khoa has worked phones and helped in purging Section 8 applications; admin recertification and will scan documents helping SHA office go paperless. Khoa said it's been a great experience and looking forward to next 6 plus weeks.

(Applause.)

ED Marra then introduced Nikko Gonzalez. Mr. Marra would have normally submitted info on Nikko in package, but Nikko's mom got Mr. Marra to sign document and Ms. Gonzalez took application, forwarded it to Guidance Counselor and Counselor mailed it to New Jersey NAHRO, which Mr. Marra worried about as maybe not all the paperwork was included, and was it mailed

to right place. ED Marra spoke with woman, who runs scholarship, a few days before deadline checking that Nikko Gonzalez' application was submitted. A few weeks later ED Marra received email that Nikko was one of four scholarship winners – scholarship entails ability to get up to \$8,000 -- \$2,000/year. ED Marra recalls that Nikko is going to Montclair State studying Journalism.

Nikko introduced himself, going to Montclair State in the fall, studying journalism; not sure if he will minor in Creative Writing or Political Science; has his own web site – a political blog – Red and Blue. He likes creative writing and making a difference. Nikko writes for Secaucus High School newspaper, which is online; and plans to write for Montclair State paper.

(Applause.)

ED Marra reported he attended a New Jersey NAHRO Board meeting today; Khoa gave ED Marra all his paperwork for renewal of his scholarship and ED Marra received Khoa's 2<sup>nd</sup> \$2,000 check. There is a Board meeting in July and if Mr. Gonzalez gets info to ED Marra, Board will work on it and check will come through SHA for Nikko. Requirements are that you are still full-time student; have B average or higher and maintain it.

(Recess taken at this point in the meeting for photo shoot with Commissioners and 2 scholarship recipients.)

(After the recess.)

## **FINANCE COMMITTEE**

ED Marra provided the MONTHLY ACCOUNT BALANCES for all accounts held by the SHA.

## **NJSEM**

ED Marra reported that NJSEM spreadsheet shows SHA lost money during last 12 month period. ED Marra sent email to Carol Friedman; no response received; ED Marra sent proper form and Carol will check total amount of usage for SHA. Early last year NJSEM sent SHA a notice that due to a piece of legislation that was passed, South Jersey Energy would have to modify the rate. ED Marra assuming loss is related to that. SHA makes two-year commitment to NJSEM with one more year to go through process, which starts in June.

Commissioner Fairman thinks that even though SHA in a 2-year deal with NJSEM, SHA should look at withdrawal and notice provision and dates to make sure that if SHA wants out, that it doesn't have any automatic renewal. ED Marra said in October they always come back here and speak of renewing. ED Marra will not do it without looking at other things including another program.

## **VERIZON WIRELESS**

Verizon Wireless sent a \$30,000 check for rooftop cell equipment for the first year; next year is 2% increase. Bonus money already received. It goes into General Fund Account.

## **ANNUAL AUDIT FOR FY 3.31.19**

July 29<sup>th</sup> & 30<sup>th</sup> but certainly 30<sup>th</sup>, ED Marra will call Commissioners, if available, at 4 P.M. discussing audit, which is when SHA is debriefed.

## **BUILDING & GROUNDS**

RESOLUTION #2019-18 – AWARD OF CONTRACT FOR ELEVATOR MAINTENANCE CONTRACT FOR 24 MONTHS (7/1/19 THROUGH 6/30/20) – ThyssenKrupp Elevator

### **RESOLUTION 2019-18**

#### *Award of Two Year Elevator Maintenance Contract*

WHEREAS, the Housing Authority of the Town of Secaucus has need of an elevator maintenance company in order to maintain its equipment; and

WHEREAS, the Housing Authority publicly bid the elevator maintenance contract in accordance with the requirement of the New Jersey local Public Contract Law and the Authority's procurement policy; and

WHEREAS, bids were received on May 16 and two (2) bids were received in response to its duly published Request for Bids that were reviewed by the Executive Director; and

WHEREAS, it has been determined that the bid submitted by ThyssenKrupp Elevator of Cranford, NJ is the lowest responsible bidder and should be awarded the contract;

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the Town of Secaucus that a contract for elevator maintenance be hereby awarded to the lowest responsible bidder:

ThyssenKrupp Elevator:  
Year 1: \$22,080  
Year 2: \$22,080

BE IT FURTHER RESOLVED that funds for this contract have been made available through the Housing Authority' RAD Activity fund.

Contract for 2-year elevator maintenance went out to bid. Two companies submitted bids: ThyssenKrupp was one, Standard Elevator the other. ThyssenKrupp for just annual service was \$22,080 – same for both years; 6-7K less than Standard Elevator. Actual labor rates were a tad closer; but after paying ThyssenKrupp \$15,000/year for just standard monthly maintenance was \$15,800 for last 3 years, which went up \$7,000. ED Marra suggesting elevator business getting like garbage business – smaller and smaller. As nothing is paper any more, ED Marra signs into a portal, which tells of their visits, maintenance done, when SHA called them for repairs. SHA now required to print document, convert to Excel, work for SHA, but not them. They do live up to their contract.

Motion to approve made by Commissioner Harper; 2<sup>nd</sup> by Commissioner Mondadori.

VOTE: AYES/All Present Commissioners (5)                      Absent: Schlemm

RESOLUTION #2019-19 – REJECTION OF BIDS AFTER 2 ATTEMPTS FOR REPLACEMENT OF FIRE PUMP, JOCKEY PUMP, CONTROLLER & OTHER DEVICES AT THE ELMS, 777 FIFTH STREET.

ED Marra explained this was first time this has occurred – 2 rejections. It is an ongoing saga having started more than 2 years ago. Hired Coppa Montalbano Architects (CMA) to assist in this capital project; It initially took a long time to get flow test from Suez for a building that has no sprinklers. This is the original piece of equipment from 1975, which will no longer pass any tests. The SHA bid the project; people/companies walked through; no one submitted a bid. One company called – Universal Electric Motors, who did a contract with SHA last year to replace fire pump at 600 County; anecdotal answer was this is a GC job, more than just a pump, electric involved, jockey pump and controller. CMA and ED Marra have been proactively reaching out to companies that might be interested in this job. The Authority under NJ Local Public Contract Law can now negotiate with a contractor after two bids with no responses. It could also be done without further bidding as it could be classified as an Emergency project. A&A Industrial was contacted, the GC, that installed the air handler on top of 600 and fans on this building; we contacted F&G Mechanical – who might not be interested as too small; we contacted Cerullo, who does annual fire sprinkler items. Cerullo sent proposal today - \$75,000; CMA looked at and noted they are missing a lot of electric on proposal – perhaps \$15,000. The Leased Housing Corporation has a project on County Road called Colonial Court. They had a subcontractor called New Jersey Fire Systems, who installed sprinkler system and back flow preventer.

ED Marra sent info to them. They have a GC called Lighton Industries located in Toms River. Lighton Industries would be GC; New Jersey Fire Systems would be a subcontractor. Mr. Marra spoke with them today, interested in submitted a bid

having just done something like this in Toms River School District; have a web site; a legitimate business. This GC on their web site states they only do public work. They will look at it and maybe visit here on Monday, and then write a proposal. They will not have to submit all bid documents; understand it is a prevailing wage job, have to submit payrolls as job goes on. Originally, it was thought cost between 40-\$60,000; now estimating between 75-\$85,000, but SHA can negotiate; SHA doesn't have to take what they write down. This is what CMA is being paid to do. Commissioner Fairman mentioned Evco in West Orange/South Orange now doing a multi-million dollar job at Harmon Cove. Their engineers and everyone are there every day; perhaps they are available. ED Marra will call them tomorrow.

### **Resolution 2019-19**

#### *(Resolution Rejecting BIDs for Replacement of Fire Pump, Jockey Pump, Controller and other devices for the Elms Building at 777 Fifth Street*

WHEREAS, the Housing Authority of the Town of Secaucus (hereinafter referred to as SHA) has determined that it needs procure the services of a contractor to replace a Fire Pump, Jockey Pump, Controller and other devices for the Elms Building at 777 Fifth Street; and

WHEREAS, SHA accepted bids on Thursday, April 11, 2019 and there were no responsive bidders: and

WHEREAS, the SHA again accepted bids on June 13, 2019: and again there were no responsive bidders

NOW THEREFORE, BE IT RESOLVED on this 27 day of June 2019 by the Board of Commissioners of the Town of Secaucus Housing Authority that:

1. The bid(s) not received shall be and is hereby rejected pursuant to N.J.S.A. 40A:11-5(3)
2. The SHA's Qualified Purchasing Agent is hereby authorized to negotiate, in conjunction with the SHA's contracted engineering firm with any and all vendors for the replacement of the fire pump, jockey pump, controller and other devices for the Elms Building, 777 Fifth Street

Motion to approve Resolution #2019-19 made by Commissioner Harper; 2<sup>nd</sup> by Commissioner Mondadori.

VOTE: AYES/All Present Commissioners (5)                      Absent: Schlemm

No committee meetings have been held. Buildings & Grounds: Suarez, Harper and Schlemm: meeting will be July 18<sup>th</sup> with PSE&G and MaGrann to talk about project @ The Elms.

Lee Mestres sent proposal to ED Marra for replacement of Community Room floor at The Elms. Hopefully in July, Commissioners will approve something and by fall, a new room at The Elms.

Mayor Gonnelli has called ED Marra every week for 5 weeks about dead trees at The Elms. Commissioner Fairman also told him the same thing. Town of Secaucus removed 4 of them, but 3 trees right inside the fence, near courtyard – 2 are dead, one about to die – all coming down at SHA expense. SHA will replace them. Mayor removed 4 dead trees by parking lot; they will be replaced. SHA in control of ones by courtyard, paying company to cut them down and hire landscaper to plant new ones.

Smoking area by The Elms is used. ED Marra thought of moving office to The Elms; dealing with Section 8; terminating people weekly; evicting people weekly from The Elms because of smoking. Woman living on 6<sup>th</sup> floor – it is known she does not smoke out in the shelter, always smoking in her apartment. Commissioner Fairman noted he spent 90 minutes at rose garden and was quite shocked by what he learned while there. It appears almost every person at The Elms has a gripe, grudge or problem against someone including Mr. Marra.

Back in January when Commissioners visited basement of Rocco Towers/600 – to end of wall. There is water problems behind wall. Lee Mestres is working on it, but more complicated than originally thought – combination of 2 things: either storm water and then it became a condensation type. There is a pipe running up with cool water and possible that condensation accumulating at bottom of this in that area. It is a domino effect – once pipe fixed, then wall fixed, then floor ripped up and new one installed.

Solicitations received for 16 doors; one solicitation is \$39,000; one is \$19,000. ED Marra told both to send a spec of what door they are selling SHA, because how is there such a difference in price. They saw the door, they know it's wood, fire rated, and price included labor, bolts, locks, hinges.

Water infiltration – eastside of The Elm building. Group there in May – a few problems going on. ED Marra contacted Mike Malpere, which is his busy season now. He cannot do waterproofing when it is raining all the time. It has rained a lot since May's meeting; but no water (inaudible). One woman who showed photos at meeting received new blinds and were installed. Issue with that is ED Marra afraid of spending a small amount of money and not fixing the job and compounding it by spending money, where then you say we are going to waterproof entire building. It was waterproofed 10 years ago, which should not be happening. ED Marra trusts Malpere, as it was done before. Send him up on building and have him look at it and make repairs without having architect write some form of spec on it. This building was very badly waterproofed in 2010-11 and Malpere fixed 3 drops, where stuff was actually scrapped off and put back on, which has held to this day - \$35,000. No architect plans were given; he got

the material, same color, same material and it was done. This is probably what will be done: concentrate on half of the eastside of building and see what the cost will be – between \$30,000-\$50,000 – we'd have to get quote from somebody else, but if he is close to it, he can do it. We are racing against time to October.

## **HOUSING CHOICE VOUCHER (HCV) PROGRAM – DED Naszimento**

In June \$183,478 was spent -- \$155,784 spent on 186 tenant families residing in Secaucus. Remaining \$27,694 spent on 31 port-out families residing outside of Secaucus. SHA has issued six new vouchers to applicant families, possibly 8, so they can begin searching for housing. July will be approximately the same expenditure and SHA trying to add a number of families to the program.

## **CORRESPONDENCE**

Email received from PHADA and NARHO regarding offset litigation. This is a typical lawsuit going on and on. It might get settled at end of this summer, but not happening right now.

## **OTHER**

### **OLD BUSINESS**

ED Marra waiting to receive 2 proposals to purchase 50 stoves for The Elms, so next time SHA has meeting there in December; people will have stoves and cannot tell Commissioners their stoves are terrible and/or broken. These will be Peerless. Stoves are probably made in Mexico. It is between \$350-\$450. Web site says \$500. Email received from Karl's asking how many SHA wanted, when do you want and where to deliver them. ED Marra said he'd take 10 a month for 5 months.

Commissioners' meeting is at Kroll in July; September is The Elms; Rocco in October; December is The Elms.

Commissioner Fairman noted on Page 6 of minutes, civil rights discussion and meeting wasn't held. Commissioner Fairman in regards to this issue is it even a whistle blower issue.

ED Marra noted Mr. D'Amico, Esq. is at a doctor's appointment for himself in New York City and excused. ED Marra will speak with Mr. D'Amico and should be discussed in a committee meeting – perhaps Policy and/or Professional Services. ED Marra wants to do something, but on flip side is not looking for SHA to spend \$40,000 on someone's legal fees to go fight this. SHA needs to find out how to do it in most cost-effective way and make a statement somewhere this is going on and put pressure on. Do we think it is a violation of the law and turn

over to State Attorney General? ED Marra has not spoken to Mayor Gonnelli. Is there a system that you can report it to – whistle blower?

## **ADJOURNMENT**

ED Marra thanked everyone for their patience and apologized for inconvenience of no air-conditioning in his office.

Motion to adjourn made by Commissioner Harper; 2<sup>nd</sup> by Commissioner Suarez.

VOTE: AYES/All Present Commissioners (5)                      Absent: Schlemm

Respectfully submitted,

Deborah L. Alvarez  
Secretary/Transcriber