

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

This is a condensed version of Regular Meeting **VIA ZOOM** minutes taken on Thursday, July 23, 2020 – commencing at 7:00 P.M. -- Secaucus, New Jersey.

Executive Director Christopher Marra called the meeting to order.

ROLL CALL

Present:

Chairman Michael Schlemm
Commissioner Carmen Rivera
Commissioner Rajkumar Pardasani
Commissioner Richard Fairman
Commissioner Antonio Suarez*
Commissioner Michael Harper*

Absent: Commissioner Patricia Mondadori

Also Present:

Executive Director Christopher Mara
Charles D'Amico, Esq., Counsel to the Authority

(Open Public Meeting Statement and Flag Salute waived.)

APPROVAL OF MINUTES – June 25, 2020

Motion to approve made by Commissioner Rivera; 2nd by Chairman Schlemm.

VOTE: AYES/All Present Commissioners* (4)

*Suarez/Harper – not on Zoom at this time

Absent: Mondadori

PAYMENT OF CLAIMS – July 2020

Motion to approve payment of claims for month of July 2020 made and 2nd.

VOTE: AYES/All Present Commissioners*(5)

*Harper – not on Zoom at this time

Absent: Mondadori

COMMITTEE REPORTS

FINANCE COMMITTEE

Finance Committee meeting held on July 13; 5 topics listed on Committee agenda – no update on having moved money to better account. On No. 3 yesterday, ED Marra confirmed date for audit, Tuesday, August 25 – Wednesday, August 26. Mr. Policari and staff will be onsite and auditing for Housing Authority. Zoom Meeting for Finance Committee will be held for debrief – Mr. Katchen, 3 Committee members (if available) and Mr. Policari for audit debrief; usually 4 or 4:30 PM. Chairman Schlemm, Commissioner Pardasani, Commissioner Fairman and ED Marra.

CARES funding and SHA insurance coverage including Directors' and Auditors was discussed.

Monthly account balances included in Commissioners' packets for banking accounts and Finance Committee requested ED Marra put together a 1-page overview of what loan is in regards to savings. Everyone received ED Marra's email yesterday. In review: \$2,500,000 loan; term begins February 1, 2017 – ends January 1, 2037 – a balloon mortgage note with principal and interest based on 30-year payout. In year 20 there will be a gigantic balloon payment. At 60th month and 5 years later; in year 10 they get one more shot for last 10 years of loan, but it can never go lower than 3.375 and never higher than 6%. No prepayment penalty. Commissioner Pardasani asked if SHA couldn't get a better rate. ED Marra said it can be discussed at that point.

*(Commissioner Michael Harper signed on at this point in Zoom Meeting.)

ED Marra answered if SHA thought interest rate was better and cost of refinancing debt was worth it and finds another bank, but in bank loan document, it specifically says interest rate can never be below 3.375 and never above 6%. Commissioner Suarez asked what was cost to do total finance. ED Marra said some costs were (1) Needed to have surveys done of all four properties; (2) Needed to pay for appraisal of properties – 2 specific items that come to mind. Cost of appraisals was astronomical – bank selected appraisal company/SHA paid for it. ED Marra will email costs to Commissioners tomorrow. Commissioner Fairman added there were some bond consults also. ED Marra added there is expense associated with that dealing with Bond Counsel – Northwest Capital consulted for SHA during entire project and were paid at end of process. It was solely for refinancing; big part of their number was they put together RFP for banks; solicited proposal; helped conduct interviews and helped negotiate rate. Perhaps DeCoitus would help with that. ED Marra went to Trenton to meet with Board of Local Finance after Hackensack approved borrowing money.

In Year 20 when it becomes a balloon, there will be a refinancing or SHA will have decided to pay it off, having decided to borrow additional money to continue to do

capital improvements – ongoing cycle every 20 years. SHA had an outstanding load which took a bit of \$2.5 million loan through leveraging.

Each Commissioner received spreadsheet of CARES expenses towards \$90,000 of their funding. Small number in there for telephones, about \$12,800 spent and perhaps small amount more as cabling company not included in that.

An allowable expense is to do upgrade to surveillance system, mainly cameras, which was installed in 2014. DED Naszimento bought cameras from Amazon for Brick Housing that do a job 100 times better than cameras here from 2014. ED Marra working on RFP for architectural engineering services to upgrade camera system. Chairman Schlemm noted request for a camera on every floor at The Elms for monitoring. CARES fund is expected to be expended by end of 2020.

POLICY COMMITTEE

RESOLUTION #2020-15 – APPROVING THE CLOSE-OUT OF THE HOUSING AUTHORITY OF THE TOWN OF SECAUCUS OF PUBLIC HOUSING ANNUAL CONTRIBUTION CONTRACT

ED Marra spoke of PIH Notice from 2019-3 – similar to capital funds issue. PIH Notice, even though SHA has already converted to RAD 3 years ago, SHA must still do these – (A) Pass this Resolution; (B) Mr. D'Amico, Esq. put together an Opinion Letter, basically addressing Resolution – not DeCoitus letter from 4 years ago. ED Marra must send them a copy of original ACC – Annual Contribution Contract – which SHA does not have; but SHA has amended 1996 ACC, which they will accept, as they accepted it when SHA converted to RAD in 2016.

This officially, officially removes SHA from Public Housing Program and prevents ED Marra from receiving emails, having to fill out five-year plans in future. Lou Ricchio had to do this also.

Mr. D'Amico hoped all Commissioners reviewed Resolution #2020-15, stating Commissioners are certifying that everything in it is true. ED Marra added Commissioners are certifying 3 specific things: (1) PHA retains no real or personal public housing property – it is a true statement. We do retain ownership of these 3 buildings, but they are not public housing property, because SHA came out of Public Housing Program. They are PBV properties – Project Based Vouchers.
(2) As in 2016, there is no outstanding litigation, claims, audits, debt obligations or civil rights matters exist. Mr. D'Amico also wrote of that in his Opinion Letter.

Debt obligation SHA had in 2016 was leveraging, which was paid off. (3) There are adequate assurances in place to ensure compliance with prior HUD approvals, if applicable. For example: long-term use restrictions or use of disposition proceeds required by HUD approval. SHA did not dispossess any properties, but long-term use

restrictions – yes. These buildings still had as part of conversion, they would continue to be maintained as low/moderate income for people over age of 62 or who have Social Security disability.

SECAUCUS
HOUSING AUTHORITY

Board Meeting Date
July 23, 2020

Date Submitted

RESOLUTION NO 2020-15

TITLE: RESOLUTION APPROVING THE CLOSE-OUT OF THE HOUSING AUTHORITY OF THE TOWN OF SECAUCUS OF PUBLIC HOUSING ANNUAL CONTRIBUTIONS CONTRACT

WHEREAS, the Secaucus Housing Authority of Hudson County is a public body corporate and politic, constituting an instrumentality of the State of New Jersey, created by the pursuant to the provisions of the Housing Authorities Law, Chapter 67 of the Pamphlet Laws of 1950, codified at N.J.S.A. 55:14A-1 *et seq.*, repealed and replaced by the Local Redevelopment and Housing Law, under Chapter 79 of the Pamphlet Laws of 1992, as amended and supplemented, and codified at N.J.S.A. 40A:12A-1 *et seq.*; and

WHEREAS, the Secaucus Housing Authority converted its existing public housing through the Rental Assistance Demonstration program, P.L. 112-55 (2012) ("RAD"), administered by the United States Department of Housing and Urban Development ("HUD"), in 2016; and

WHEREAS, HUD Notice 2019-13 outlines requirements public housing authorities ("PHA") must complete when proposing to remove their remaining public housing units from the public housing program and requirements related to the termination of the public housing Annual Contribution Contract ("ACC"), which follows the removal of all public housing units and other public housing property from the public housing inventory (hereinafter, referred to as "ACC Closeout"); and

WHEREAS, in accordance with HUD Notice 2019-13, prior to ACC Closeout, a PHA must certify that all the required tasks as set forth in Section 6 (entitled "Mandatory Closeout Activities") have been performed and completed, as necessary and where applicable; and

WHEREAS, once a PHA completes the closeout activities per Section 6 (Mandatory Closeout Activities), the PHA must take formal action via resolution of its Board of Commissioners, directing the PHA to request closeout from HUD through ACC termination and confirming that the PHA has complied with all applicable closeout requirements in accordance with HUD Notice, 2019-13, the ACC, the 1937 Act, and 2 CFR part 200, to the best of the Board's knowledge and supported by legal counsel's opinion; and

WHEREAS, in accordance with HUD Notice 2019-13, the PHA Board resolution must certify the following: 1) the PHA retains no real or personal public housing property; 2) no outstanding litigation claims, audits, debt obligations, or civil rights matters exist; and 3) there are adequate assurances in place to ensure compliance with prior HUD approvals, if applicable (*e.g.*, long-term use restrictions or use of disposition proceeds required by a HUD approval under Section 18 of the 1937 Act); and

WHEREAS, in connection with ACC Closeout, the Secaucus Housing Authority hereby certifies that it has complied with all applicable closeout requirements pursuant to HUD Notice 2019-13 (*e.g.*, Section 6, "Mandatory Closeout Activities"), the ACC, the 1937 Act, and 2 CFR part 200, to the best of its knowledge; and

WHEREAS, the Secaucus Housing Authority further certifies the following: 1) it retains no real or personal public housing property; 2) no outstanding litigation claims, audits, debt obligations, or civil rights matters exist; and 3) there are adequate assurances in place to ensure compliance with prior HUD approvals, where applicable; and

WHEREAS, based upon the foregoing certifications and assurances, the Board of Commissioners of the Secaucus Housing Authority (the "Board") hereby desires the Secaucus Housing Authority to request ACC Closeout from HUD through ACC termination.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF TOWN OF SECAUCUS:

1. That the Board hereby desires and agrees to close out the public housing program.
2. That the Secaucus Housing Authority is hereby directed to request ACC Closeout from HUD through ACC termination, based upon the certifications and assurances set forth in this Resolution.
3. That the Executive Director is hereby authorized to execute any and all documents in connection with ACC Closeout.
4. That this Resolution shall take effect immediately.

Commissioner: _____ **seconded the motion.**

X - Indicates Vote		A.B. - Absent			N.V. - Not Vote
RECORD OF COMMISSIONERS VOTE ON FINAL PASSAGE					
COMMISSIONER	AYE	NAY	N.V.	A.B.	
Harper					
Schlemm					
Suarez					
Fairman					
Mondadori					
Pardasani					
Rivera					

I Hereby Certify that the above Resolution was adopted at a Commissioners Meeting of the
Housing Authority on Town of Secaucus.

Motion to approve made by Chairman Schlemm; 2nd by Commissioner Pardasani.

VOTE: AYES/All Present Commissioners (6)

Absent: Mondadori

BUILDING & GROUNDS

Update on PSE&G Multi-family Project at The Elms: Each Commissioner received Basis of Design documents. ED Marra had pre-bid meeting on Zoom July 22nd with contractors, PSE&G representatives and MaGrann. Today 2-3 contractors were on-site including electricians looking at The Elms building. MaGrann ran that meeting. MaGrann has continued to talk with SHA about a construction manager and what he can do. Mr. Marra has considered it long and hard, wanting to propose that idea. ED Marra feels Greg Kohl is able to do a construction manager job. He would have to pay attention to the job most of the day, but instead of hiring someone, Greg was hired as the 4th maintenance man to install hot water heaters.

Some of the bullet points, MaGrann have suggested:

- *Be liaison between contractors and owner
- *Be available, as necessary, to supervise contractors during on-site construction. Full-time attendance at project site is not expected nor required. Greater frequency of visits is to be expected during high volume work periods.
- *Conduct weekly property inspections and provide bi-weekly progress reports with photos.
- *Attend monthly job meetings.
- *Prepare agendas and distribute minutes to teams – ED Marra would help him with that part.
- *Cooperate with MaGrann Associates and MaGrann's role as construction administrator.
- *Act as a liaison for requests for information from contractors to MaGrann.
- *Collect required construction and close-out documents. Just collect them, not to look at them, not approve them.
- *Review and sign off on monthly pay requisitions on owner's behalf in cooperation with MaGrann. ED Marra would aid with this. MaGrann is word on final payments, but he would be saying, yes, they've done that much work.
- *Prepare and monitor contractor's construction schedule, advise management ownership of scheduled changes; maintain construction schedule such that the project is completed on time and without cost overruns; log, track and communicate to management (inaudible) construction issues.

ED Marra said SHA doesn't need to hire a consultant. Commissioner Harper added it will fall as much on ED Marra, and he will work with Greg to get this done. It makes perfect sense. MaGrann is always available to speak with contractor, but they only visit once or twice a month. ED Marra feels he and Greg can do this together without hiring anyone. Chairman Schlemm said his

dealings with construction managers for his company and in doing work at the schools, this would appear to be more than what ED Marra is considering. At his place, they kept contractors on a path, did more scheduling, taking care of change orders, doing a lot of scheduling of people in/out. His was a much larger project, of course, coordinating much between plumbers, electricians, etc.

ED Marra commented they completed the bathroom project, except less intrusive. They will be in tenant's apartment two days, doing it in stacks, so not 6th, 5th, 4th floor – but 101, 201, 301, 401, 501, 601. A lot is coordinating with residents. Mr. Marra has tackled these projects several times: waterproofing, bathroom project and roofing project. He gives maintenance man a notebook at beginning of project – everyday he logs how many people showed to work site; what was temperature outside; did it rain; what time did they arrive; what time did they leave – so that SHA is getting some sense of what's happening. They missed 22 days of sunshine and wanted to prolong job at the end to finish rooftop. Waterproofing job and bathroom job – Harry logged bathroom work. Hopefully, same 5 men will come each day. At beginning of job, everyone will sign a document about where they've been, didn't have COVID, no one in their family has COVID, haven't left state in last 2 weeks. The email containing bullet points stated what they could do. ED Marra would rather have Lou Mestres be construction manager or Lan Associates or someone SHA has worked with vs. hiring Phil Franzone for \$20,000 – and chase Phil to make sure he shows up 3 days/week to monitor project; whereas ED Marra knows Kohl and he will be there everyday. More discussion can take place after Commissioners review and contemplate it. A Commissioner asked if a cost has been presented, but ED Marra said no, not yet. He will ask them what they think a fair cost might be. Chairman Schlemm asked what Greg won't do, if he is doing this. ED Marra answered when Kohl started being a maintenance man; it took him about 7 months to finish 50-60 hot water heaters at The Elms. Mingled with that Gallo took 4 weeks off, filling for Gallo; Harry took a week off – Greg over there for a week. MaGrann thinks this will be done between October and January – less vacation. Talk was Harry might retire, but ED Marra has no retirement paper.

When COVID started, Greg completed about 10 hot water heaters in Rocco Towers – having started in February. Greg replaces them during turnovers in Rocco Towers. 12-13 have been done out of 100. ED Marra's initial reason to convert Greg to maintenance was cost savings – replacement of hot water heaters cost so much per hour. Greg is mechanically inclined; his background prior to SHA was more in a mechanical nature; picking up on things to see they're done correctly. Of course, ED Marra would make sure enough people are coming to the job; doing the job, working with residents in keeping them abreast of – I'll be in your apartment in two days; your apartment next week. It's more coordination between contractor/resident than contractor/MaGrann.

1. Breaker Box Project in The Elms. Bids due August 6th for MaGrann for PSE&G Project.
2. Completed project at Rocco Towers for shutoff for RIT Chiller - \$14,000 bid and \$10,000 proposal, which was completed in one day.
3. On August 14th, SHA will get the 9 rooftop fans and be installed at Rocco Towers as well.

HOUSING CHOICE VOUCHER (HCV) PROGRAM - DED JAKE NASZIMENTO

For July there were 216 payable landlord transactions and also 10 family transactions. \$200,130 in expense for money sent to landlords. \$191,922 of that was direct deposit. \$8,720 in paper checks including \$512, which was sent to 10 families for utility bills as well.

The port out portion of our program - \$20,532 expended for 8 different housing authorities. SHA has 1 family searching for housing in town. A few families are searching outside of Secaucus. We do not plan on issuing more vouchers in the next few months.

ED Marra in discussing letter dated July 9, 2020 – SHA accelerated significantly distribution of vouchers over past 6 months (October-February). SHA had a reserve amount of hat money, which SHA could spend and did spend. Along came COVID, which was also about the vouchers. HUD sends a letter that “this is your official notification of the Short Fall Prevention Teams Special of Confirmation.” They projected that by end of year SHA would have spent \$130,000 more in hat money than we had been budgeted for – their projection.

Today there was a conference call: ED Marra/DED Naszimento, Sandra was on it. We had another like this 4 years ago, which was quite confrontational. Today they were on our side, here to help you work on this. DED Naszimento wrote in early July SHA does not have anyone currently with a voucher looking for a place to live – no potential new expense out there. SHA has aggressively been finding money that people had, whether intentionally or unintentionally didn't report or were late in reporting to us. Thus, SHA getting repayments, which goes back to last summer – close to \$25,000, most of which has been recouped already. In addition, about 8 people began on May 1st – lost their jobs and for a variety of reasons, didn't have a long enough work experience, previous problem with unemployment, were unable to get unemployment and have claimed zero income for May, June & July – paying their whole rent and sending them a check.

ED Marra is sending them a letter on August 1st that they must come in for zero-income interview, as no one can live on zero income. Entire series of questions that HUD provides to be asked, speaking to them that they're getting assistance from somebody on a regular basis; somebody is paying their cell phone bill; somebody is helping them with groceries, if they don't have food stamps or if

they have \$50/food stamps but have 2 children, who is helping them with other \$400 that they're spending each month on groceries; are they going to food pantry; who's paying for car insurance; do they smoke, who pays for cigarettes. You can ask did you go to beauty salon and get hair cut. You have to go through whole litany of things, but first ones up front are utility bills, cell phone bills, car-related expenses, cable TV and food and to bring in their bank statements for June/July to see the ins/outs of money. How did they purchase these things. He did not find an extraordinary amount of money out of these interviews, but you at least stopped sending them a check. Maybe they pay 50-\$100 for their rent. Commissioner Harper asked what SHA's exposure is and reporting requirements when you start getting into you're working off the books? ED Marra answered they are supposed to tell SHA that. They are required to tell SHA that.

ED Marra added additional \$600 people got for unemployment was not counted as income, because HUD considered that temporary income. You only took what they received from unemployment, nor was the \$1,200 one-time check. Going forward, he thinks, those same rules will apply. Extra money whether less than 600 or another check of 1,200 will not count as income, which is fine. There are 20 people who ported out of Secaucus over past many years. SHA still pays their half because those HAs did not absorb them, some not for 5 years. ED Marra is to send "him" a list of those HAs and how much we send them every month. He will look in his system and see what HAs have extra vouchers; what HAs have a big, fat surplus that they should be using. Then ED Marra is to write to that housing authority and he's going to contact that HA to see if he can persuade them to absorb them. It can be somewhat significant as Jake has figured close to \$20,000, almost \$1,000/per unit. List is extensive to ask them. Secaucus is not allowed to absorb anyone into the program, and is basically going to work through December 31st. Then they'll recalculate what SHA's shortfall is. Hopefully, SHA can get it down under \$100,000 going forward. An application has to be filed; file request of what they ask you to do; then they give you money to help with shortfall. Next year SHA funding is based on all money that we spend this year. SHA was spending high numbers in Housing Choice Voucher – in excess of \$200,000/month when we used to spend \$180,000. Next year funding will be at \$200,000. There is going to be hundreds of housing authorities that will have to enter this program, simply because of COVID. Working people lost their jobs, got unemployment or nothing. Now their half went way up. SHA is a small program – 220-230-240 vouchers – multiply that when you have 4,000, 1,000 or 10,000 vouchers. ED Marra will copy everyone with check list he received today and keep all up-to-date on activities.

There is a mouse problem at The Elms. Mouse problem started in May; call came into office; E&G came in and nothing happened. Memorial Day goes by, 1st week of June, no more mouse problems and a few were killed. 3rd week of June to July 10th, E&G was there 3 times for mouse calls – Floors 4, 5 and 6. Nothing on 1, 2 and 3. ED Marra has list of people who have either seen a

mouse or killed mouse in their apartment; spoken to (inaudible) who never speaks English and has killed 5 mice in their apartment. One apartment killed 10 mice – all on 6th floor. Meeting held last Friday in Community Room with Mayor Gonnelli for a few minutes, Councilman McKeever there for a while. E&G came back on Tuesday meeting with ED Marra and Harry. 1 single mouse in Kroll. ED Marra thinks there are 100 mice at The Elms. They showed him apartments where tenants had spoken about mouse issue, seen some droppings; took him to compactor room on each floor. ED Marra sent out email to residents today and every unit next Tuesday will have 4 mice baits in it – black box with hole in it and one on every level of steps going up in hallways; one in every compactor room on every floor and maybe one at every door next to the stairwell.

A week later they will come back and randomly inspect 24 units to see if (A) any bait was taken or if they see any evidence of mouse activity. When mouse goes into box, he eats it and becomes thirsty searching for water. Either they go back into the wall and die or they walk around lethargically looking for water. We might see a lot of mouse activities. We have contracted for the rest of the year – August/October/December when E&G comes on 2nd Friday; they will check those boxes in all units every month. No rhyme or reason why they are in this building; 100 reasons given – no cold winter, which didn't kill mice. Why they are on 4, 5 and 6 but not 1, 2 and 3 is also a mystery.

Five meetings on Zoom – March through July. Difficult to get anyone to join in on Zoom and worry of someone zoom-bombing the meeting. DED Naszimento has figured out a way to do this at Brick.

DED Naszimento explained that during his first year at Brick Housing Authority he learned that a good deal of tenants used Facebook and communicated via Facebook and a former Director there had created an older Housing Authority of Township of Brick Facebook page, but not well maintained. Ocean County residents were still accessing that page and assuming it represented BHA's office. Going back to tenants, he learned 1 of 3 buildings created their own Facebook page: Forge Pond and Tenants of Forge Pond also. He added he created a Brick Housing Authority Facebook about 2 years ago. It's a governmental page; less dynamic, making sure public cannot post on this page.

(At this point, DED Naszimento shared Brick HA Facebook page with SHA Commissioners.)

The page enables him to see people who visited the page; his last post was in May about COVID information; posted hand sanitization stations; when carpets were cleaned; sign: HEY YOU, DON'T LET STRANGERS INTO THE BUILDING: new community room floor, etc. During this pandemic, he realized he could still clue tenants into meetings utilizing Facebook page – he uses PHA Web who manages web site as well. PHA Web embedded a Facebook link on home

page. DED Naszimento let his Brick tenants know at 6:30 PM, last Monday of every month, go to web site, press button (indicating on computer screen) right at 6:30 PM, live stream will start – simple enough for them. They then see the live stream beginning. Meeting held and he leaves meeting up on page for 1-2 days and usually takes it down after that. Residents are able to comment below what their thoughts are, etc. Jake also showed where he has connected another secondary monitor (indicating), which he screen shares and aims his phone at secondary monitor stating "go live" with date focusing it on screen (indicating). Seniors can then watch Commissioners' meeting via Facebook, and interact by typing questions into Commissioners during meeting. All Commissioners on home computers reading comments coming in. During Public Portion – comments are addressed, and then public portion is done. Jake said he has about 30 residents watching and perhaps 10 questions. Brick HA has 266 units. These 30 "town criers" usually tell others about what is discussed. People do speak to Jake about things as he's walking about the complex. It's been a good, positive response.

ED Marra asked SHA Commissioners what they think about this; next meeting being in September, and would like to try it. Chairman Schlemm asked what they thought. Commissioner Rivera said no. ED Marra thinks 15-20 will do it at The Elms guaranteed. Commissioner Rivera thinks they won't come down, but ED Marra stated they do it from their own apartment. ED Marra is sure The Elms will do it. Kroll – perhaps 4-8 people will be able to do it; Rocco – he isn't sure as that building is quiet – opposite from The Elms. ED Marra does have a notification system and PHA Web created a new system – notification system, which basically allows short messages to be sent – 140 characters via email or text. This morning ED Marra sent out text to The Elms stating contractors would be in building looking to do heating project – all wearing masks. Keep social distance. Later he sent a text: please look at text re: plan to eradicate mice. He gets feedback that people have received messages. It is possible for him to do a 2-question survey: 1. Do you have a Facebook page and 2. If we streamed our meetings on Facebook, would you watch them? Commissioner Harper suggested SHA let Jake use his experience. SHA having a Facebook page is #1, since Governor Murphy has expanded State of Emergency through August-September. ED Marra didn't realize SHA could have a Facebook page, as he was worried about nasty comments and residents fighting each other on it. Jake explained it could be "governmental services" and then sounded more attractive. Commissioner Suarez, while not a Facebook fan, thinks it's a good way to get information out there. Commissioner Rivera added in doing survey, you would get more information from tenants. Commissioner Harper said do it no matter what.

There is no meeting in August. ED Marra will keep everyone updated on PSE&G. Buildings & Grounds might have to meet after developing bids and selected lowest responsible bidder. Finance Committee is good right now.

Commissioner Fairman asked about voter registration. Commissioner Harper said it can all be done. He said today 83,000 ballots were counted for this election and everyone has asked when is November a go. He does not know. Election officials are pushing Governor for an early response as possible. Ballots expected for November election is 240-250,000. Commissioner Harper said there is plenty of time. Registration in these buildings is not a problem, although there are new people all the time. Advertisement can be done in each building and register people in Community Rooms. He does not know if Governor will say everyone is getting a **vote by mail**.

ADJOURNMENT

Motion to adjourn made by Commissioner Rivera; 2nd by Commissioner Harper.

VOTE: AYES/All Present Commissioners (6)

Absent: Mondadori

Respectfully submitted,

Deborah L. Alvarez
Secretary/Transcriber