

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, February 25, 2021– commencing at 7:00 P.M.  
Secaucus, New Jersey.

**Chairman Michael Harper welcomed everyone**

**Executive Director Christopher Marra called the meeting to order.**

**ROLL CALL**

Present:

Chairman Michael Harper  
Commissioner Rajkumar Pardasani  
Commissioner Richard Fairman  
Commissioner Patricia Mondadori  
Commissioner Carmen Rivera  
Commissioner Antonio Suarez

Also Present:

Executive Director Christopher Mara  
Deputy Executive Director Jake Naszimento  
Charles D'Amico, Esq., Counsel to the Authority  
Deborah L. Alvarez, Secretary/Transcriber\*

Absent: Commissioner Michael Schlemm

**OPEN PUBLIC MEETINGS STATEMENT**

“Adequate notice of this meeting, as required by the Open Public Meetings Act, has been provided by the filing of an Annual 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 17, 2020. This body wishes to advise you that, in accordance with N.J.S.A. 28:3D(1) et seq. (Smoking in Public Buildings), smoking is prohibited while this body is in open or closed session.”

**(Secretary/Transcriber did not join Zoom Meeting until 7:26 P.M.)**

## **APPROVAL OF MINUTES – January 28, 2021**

## **PAYMENT OF CLAIMS – February 2021**

### COMMITTEE REPORTS

#### **FINANCE COMMITTEE**

NJDCA COMMENTS ON BUDGET & PROCESS TO AMEND CURRENT BUDGET

UPDATE ON CHANGE IN ANNUAL DEPOSIT FOR REPLACEMENT RESERVE EFFECTIVE APRIL 1, 2021

MONTHLY ACCOUNT BALANCES REPORT

#### **PROFESSIONAL SERVICES COMMITTEE**

(Secretary/Transcriber came into Zoom Meeting at this point.)

RESOLUTION #2021-12 – COMCAST

Discussion about Comcast between ED Marra, Commissioner Fairman and Mr. D'Amico. They will give SHA same amount of money as last time. Comcast communicated to SHA that nothing changes in the contract, and won't accept any changes. FIOS came into building a few years ago. Nothing was violated by allowing FIOS into the building, but SHA did provide Comcast an exclusive marketing agreement to the building – same contract as 8 years ago. Occasionally, SHA would allow FIOS to set up in Community Room to market their service, which violated the agreement. Mr. D'Amico doesn't think SHA did; if SHA contracted with FIOS directly and then provide that to tenants, then it would be violation. Resolution #2021-12 needs to be passed tonight as there is a deadline soon. It was sent to ED Marra after January 28<sup>th</sup> meeting.

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

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

Abstention: Fairman

### **PERSONNEL COMMITTEE**

Reminder that Collective Bargaining Agreement expires 3/31/2021. ED Marra needs to get a Committee meeting planned. He has spoken with Linda Fanning and Ronnie Gallo about them putting together a request. In March, Personnel Committee will meet with them and bring it to SHA March Commissioners' meeting.

### **POLICY COMMITTEE**

ED Marra has noticed all tenants and a hard copy of lease is in every community room in the buildings. So far, only one resident has called him about pet policy and asked a few questions. Otherwise, no other inquiries from residents about lease. Hopefully, by March meeting, no other questions.

### **BUILDINGS & GROUNDS**

Update on Fire Pump/Motor/Jockey Pump Replacement @ The Elms – very long project and all about water pressure. They finally came to conclusion that they need to install a new backflow preventer there to make sure pump gets enough water pressure from Suez line in street. ED Marra received drawing and price today, which is within the confines of contract. He's sure architect is going to approve it tomorrow. Hopefully, within next month entire project will come to an end and won't appear any more. SHA will get permit from Town for fire pump and jockey pump at The Elms.

Bid is out for renovation of 75 bathrooms at Kroll Heights. All will be renovated except for tub, tile and floor. Basically, vanity, sinks, medicine chest, lighting, toilet and pieces of plumbing within tub that will be changed – and in bathroom there is a ventilation fan going to roof; motor in it is going to be renovated also.

SHA receiving proposals for ground floor of 600 County Avenue, The Towers. Ground floor recently painted; new updated lighting and floor – LVT/luxury vinyl tile. Hopefully, Commissioners will come to see it. Entire rug is being ripped up and LVT installed. It might be possible as SHA goes forward with reflooring at 600 & 700 County, this will be a good sample. Project is under \$40,000. Only 4 residents live on lower floor; rug needs to be changed.

Commissioner Fairman inquired if this project was included in original RAD financing budget. ED Marra said in the original RAD financing program -- and he didn't have information in front of him --it was not in the original RAD financing program. ED Marra does not believe that renovating those bathrooms was in that original. Commissioner Fairman requested SHA track what is being done relative to when we bid that. ED

Marra gave it out in December and will do again in April/May to show where SHA spent money; what projects SHA had or are they newer projects.

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

221 landlord transactions; 6 family transactions. SHA spent \$218,736; \$200,024 of that was sent via direct deposit. \$7,275 spent on port outs to 5 Housing Authorities. SHA is currently not issuing vouchers. ED Marra said \$7,000 sent out to Housing Authorities will be reduced by \$1,200 to \$1,500 as Florida just absorbed one person. Every time a Housing Authority absorbs someone, it helps SHA; allows SHA to put more people onto the program and loosens up some money for people in Secaucus.

### **NEW BUSINESS**

SHA has been working with Town for past 5 weeks to get vaccine in building for residents. ED Marra does not have accurate count tonight, but Linda Fanning has been working with Gary Jefferson and his office; of the 275 units of housing, almost 300 residents, SHA is close to about 60% of residents have gotten vaccinated and have or will be getting their second vaccination. Some have declined to get a vaccination; still some want to get it and may be able to get in March. Hopefully, number will get up to 70 or 75%. Always a few issues: they're very old (woman in The Elms is 103); her doctor told her not to get it. A few during the time vaccine was being given, they were sick; had Covid or not feeling well. Except for Jake Naszimento and ED Marra, all of the staff by next week will have had their second shot: office staff and maintenance. Linda Fanning and Ronnie Gallo were able to get it through the Town when they were there vaccinating residents. Joe Junowitz, Greg Kohl, Terry Weinbrecht, Fran – were able to get it on their own. ED Marra had been rotating office staff since right after Thanksgiving, but starting on Monday, March 8<sup>th</sup>, everybody comes to work. No more rotation. Masks will be worn; still will social distance; still will not let any residents physically into office; everyone can come to work and there were no issues about that. Other housing authorities have had issues. As of today, SHA has had no issues.

Re: this morning's email. ED Marra will see doctor on March 10<sup>th</sup>; made it to work last weekend and will get to work either Saturday/Sunday this week to do things that can't be done while at home. ED Marra is hoping to take a car service 3 times a week until end of April or until he can (A) take train to work every day – allowing him to put weight on his foot or drive. ED Marra asked Mr. D'Amico if a resolution was necessary, as money will be spent in that endeavor. Mr. D'Amico answered yes. ED Marra's proposal is: beginning March 15<sup>th</sup> through April 30<sup>th</sup>, is SHA willing to reimburse him up to \$2,000 to get to work via car service. ED Marra guesstimated \$2,000 by putting in Uber app on a Tuesday morning, what would cost be to get from Westwood to Secaucus. Cost somewhere between \$35-40; coming home would be about same amount.

In discussion with Commissioner Fairman this morning, ED Marra will call Mayor Gonnelli as it's possible that Town might send medical escort to get ED Marra in morning, perhaps paying medical escort, much less than Uber. ED Marra would need ride back home as medical escort must be back in Secaucus at 3:30 P.M. That is how \$2,000 was arrived at – using it 3 times a week. ED Marra will speak with Mayor in morning, and maybe they'd do it 2 times a week with medical escort, which would still work.

Commissioner Fairman said a little bit should be added to \$2,000, because of variation that could be faced, a little margin for surprises and duration. He suggested \$3,000. ED Marra said if longer, at April meeting it could be reconsidered. ED Marra would tell Commissioners how much spent up to that point and ask for an amendment to amount. ED Marra thanked Commissioners for their consideration.

Motion to approve funds for ED Marra to get to Secaucus and return home to Westwood approximately 3 times a week with \$3,000 being allotted for Uber or medical transport made by Commissioner Mondadori; 2<sup>nd</sup> by Commissioner Suarez.

VOTE: AYES/All Present Commissioners (6)                      Absent: Schlemm

#### MISCELLANEOUS

ED Marra asked if Commissioners had anything else to discuss. No response.

#### ADJOURNMENT

Motion to adjourn made and seconded.

VOTE: AYES/All Present Commissioners (6)                      Absent: Schlemm

Respectfully submitted,

Deborah L. Alvarez  
Secretary/Transcriber