

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

April 27, 2023

(This is condensed transcription of taped minutes taken on Thursday,
April 27, 2023, Kroll Heights, 700 County Road, Secaucus, New Jersey.)

FLAG SALUTE

ED Marra called the Roll Call.

ROLL CALL;

Present: Chairman Michael Harper
Commissioner Raj Pardasani
Commissioner Patricia Mondadori
Commissioner Antonio Suarez
Commissioner Richard Fairman (Via Zoom)

Also Present: Executive Director Christopher Marra
Stephen Natoli, Esq.
Deborah L. Alvarez – Secretary/Transcriber

Excused: Vice-Chairman Michael Schlemm
Commissioner John Bujnowski

OPEN PUBLIC MEETINGS ACT

“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 12, 2022. 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.”

ED Marra informed the Commissioners that Chairman Michael Harper 25 years ago was nominated and appointed to Housing Authority Board. (Applause.) Chairman Harper has been appointed by 4 Mayors.

FLAG SALUTE

ANNUAL REORGANIZATION

Motion to nominate Michael Harper as Chairman made by Commissioner Mondadori; 2nd by Commissioner Pardasani.

Motion to nominate Michael Schlemm as Chairman made by Commissioner Fairman; there was no second to the Motion. Nomination not viable.

There were no other nominations; **NOMINATIONS CLOSED.**

ROLL CALL:	Commissioner Suarez	Yes	
	Commissioner Mondadori	Yes	
	Commissioner Pardasani	Yes	
	Commissioner Fairman		Abstain
	Chairman Harper	Yes	

Motion to nominate Antonio Suarez as Vice-Chairman made by Commissioner Mondadori; 2nd by Chairman Harper.

Motion to nominate Michael Schlemm as Vice-Chairman made by Commissioner Fairman; Chairman Harper noted he spoke to V/C Schlemm today, he was not interested in the position.

There were no other nominations; **NOMINATIONS CLOSED.**

ROLL CALL:	Commissioner Pardasani	Yes	
	Commissioner Mondadori	Yes	
	Commissioner Suarez	Yes	
	Commissioner Fairman	Yes	
	Chairman Harper	Yes	

Motion to nominate Raj Pardasani as Treasurer made by Chairman Harper; 2nd by Commissioner Mondadori.

There were no other nominations; **NOMINATIONS CLOSED.**

ROLL CALL:	Commissioner Suarez	Yes	
	Commissioner Mondadori	Yes	
	Commissioner Pardasani	Yes	
	Commissioner Fairman	Yes	
	Chairman Harper	Yes	

REMARKS OF CITIZENS

ED Marra spoke on behalf of Mrs. Minervini, 5th floor resident. There is a man that lives on 5th floor who shuts off fan in the hallway, and closes the window. He has thrown

away note put there from tenants; ED Marra is putting a NOTICE FROM SHA regarding leaving fan on for circulation in the hallway. ED Marra will take care of it tomorrow. The man walks in hallway in early morning, but his reason for shutting fan off is unknown.

MINUTES OF REGULAR MEETING – MARCH 23, 2023

Motion to approve minutes made by Commissioner Suarez; 2nd by Commissioner Mondadori. There were no questions or comments regarding the Minutes.

VOTE: AYES/All Present Commissioners (4) Absent: Schlemm/Bujnowski
Abstain: Harper

PAYMENT OF CLAIMS FOR APRIL 2023

COMMISSIONER PARDASANI: What about \$9,600 for flashing at RIT. ED MARRA: SHA hired M.L. Malpere, the 2 wings outside Community Room where extra flashing was needed, had to be put in from roof to actual building as on very hard rains, (Saturday and previous rains) #1202, #1204 and #1201 would get water infiltration. Work was done on both east and west wings.

COMMISSIONER MONDADORI: Cyber Security Training – was that for office personnel? ED MARRA: It is for office personnel, but you had to pay them first and is through Zoom – about not getting caught with phishing, emails, etc.

Home Depot bill – is that maintenance materials or flooring? ED MARRA: \$2,815 is for general items that SHA buys during the month.

Motion to accept payment of claims made by Commissioner Mondadori; 2nd by Commissioner Pardasani.

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

COMMITTEE REPORTS

Finance Committee:

1. RESOLUTION #2023-11 – APPROVAL OF CASH MANAGEMENT PLAN

ED Marra made modification to Resolution earlier today – taking out 1 banking institution - Santander Bank, installed Chase Bank and PNC Banks, both local and in Secaucus – no accounts there/just an option to put them on list. ED Marra discussed with Mr. Katchen while both in Atlantic City re: fact that SHA participating with Bogota Bank, which is part of Government Unit Deposit Protection Act (GUDPA) and is why SHA doesn't have letter of credit that covers entire \$4 million, as through GUDPA. (Please speak to Mr. Katchen if you are attending Fran Pein's retirement

luncheon.) He explained to me, but difficult to soak it all in in a short conversation. GUDPA is similar to FDIC protection of \$250,000 – an analogy. Commissioner Fairman requested he see that in writing.

1. RESOLUTION #2023-11 – ADOPTING CASH MANAGEMENT PLAN

WHEREAS, it is in the best interest of the Housing Authority of the Town of Secaucus to earn additional revenue through the investment and prudent management of its cash receipts; and

WHEREAS, P.L. 1983, Chapter 8, approved January 18, 1983 is an act concerning the Local Fiscal Affairs Law and amends N.J.S.A. 40A:5-2 and N.J.S.A. 40A:5-14; and WHEREAS, this law requires that each local unit shall adopt a cash management plan,

NOW, THEREFORE, BE IT RESOLVED, that the following shall constitute the Cash Management Plan for the Housing Authority of the Town of Secaucus and the Executive Director shall deposit and manage its funds pursuant to this plan:

Definitions

1. Executive Director shall mean the Executive Director of the Housing Authority of the Town of Secaucus.
2. Fiscal Year shall mean the twelve month period ending March 31st.
3. Cash Management Plan shall mean that plan as approved by resolution.

Designation of Depositories

At least once each fiscal year the governing body shall by resolution designate the depositories for the Housing Authority of the Town of Secaucus in accordance with N.J.S.A. 40A:5-14. The Housing Authority of the Town of Secaucus designates the, Bogota Savings Bank, TD Bank, Chase Bank, PNC Bank and other Government Unit Deposit Protection Act (GUDPA) approved banking institutions.

Audit Requirement

1. The Cash Management Plan shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A:5-4.

Authority to Invest

1. The Board of Commissioners shall pass a resolution at its first meeting of the fiscal year designating the official who shall make and be responsible for municipal deposits and investments. The Executive Director of the Housing Authority of the Town of Secaucus is so authorized.

Investment Instruments

1. The Executive Director shall invest at his discretion in any investment instrument as approved by the State of New Jersey in accordance with N.J.S.A. 40A:5-15.1.

Records and Reports

1. The Executive Director shall report all investments in accordance with N.J.S.A. 40A:5-15.2.
2. At a minimum the Executive Director shall:
 - a. Keep a record of all investments.
 - b. Keep a cash position record which reveals, on a daily basis, the status of the cash in its bank account.
 - c. Confirm investments with the Board of Commissioners at the next regularly scheduled meeting.
 - d. Report monthly to the Board of Commissioners as to the status of cash balances in bank accounts, revenue collection, interest rates and interest earned.

Cash Flow

1. The Executive Director shall ensure that the accounting system provides regular information concerning the cash position and investment performance.
2. All monies, shall be turned over to the Executive Director and deposited in accordance with N.J.S.A. 40A:5-15.
3. The Executive Director is authorized and directed to invest surplus funds of the Housing Authority of the Town of Secaucus as the availability of the funds permit. In addition, it shall be the responsibility of the Executive Director to minimize the possibility of idle cash by depositing the monies in interest bearing accounts wherever practical and in the best interest of the Housing Authority of the Town of Secaucus.
4. The Executive Director shall ensure that funds are borrowed for Capital Projects in a timely fashion.

Signatories

The signatories of the Housing Authority shall be Chairman, Vice Chairman, and Executive Director. Transactions must be supported by at least two of the aforementioned officials.

	Commissioners	Ayes	Nays	Absent
Commissioner Harper				
Commissioner Schlemm				
Commissioner Fairman				
Commissioner Pardasani				
Commissioner Mondadori				
Commissioner Bujnowski				
Commissioner Suarez				

Motion to approve #2023-11 made by Commissioner Suarez; 2nd by Commissioner Mondadori.

VOTE: AYES/All Present Commissioners (5)

Absent: Schlemm/Bujnowski

2. RESOLUTION #2023-12 – INDEMNIFICATION RESOLUTION – CIVIL

This is insurance coverage through JIF for Commissioners and employees for civil actions.

RESOLUTION #2023-12 Indemnification Resolution-Civil

WHEREAS, N.J.S.A. 59:10-4 permits local public entities to indemnify public employees and officials from damages from civil violations of Federal or State law as long as the governing body believes the acts or omissions did not constitute actual fraud, actual malice, willful misconduct or intentional wrong; and

WHEREAS, the Board of Commissioners of the Secaucus Housing Authority believe that this indemnification should include payment of any deductible from any insurance coverage.

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners do hereby grant all commissioners/employees for the Secaucus Housing Authority indemnification in accordance with N.J.S.A.59:10-4 for any and all actions taken on behalf of the Authority for the year beginning April 1, 2023 through March 31, 2024.

	Commissioners	Ayes	Nays	Absent
Commissioner Harper				
Commissioner Schlemm				
Commissioner Fairman				
Commissioner Pardasani				
Commissioner Mondadori				
Commissioner Bujnowski				
Commissioner Suarez				

Motion to approve Resolution #2023-12 made by Chairman Harper; 2nd by Commissioner Mondadori.

VOTE: AYES/All Present Commissioners (5)

Absent: Schlemm/Bujnowski

Email sent to Commissioners regarding incident at The Elms re: water damaging 4 units of housing property. Costs were submitted to Robert Burton (ph.), Adjuster for JIF. Email indicated SHA had about \$25,000 worth of damage that SHA paid out, including putting residents into hotel rooms for several weeks. SHA has \$10,000 deductible. SHA will get back \$15,000 from that. Rapid Resource Recoveries bill will be \$56,290. This is a report, not resolution. (No questions from Commissioners.)

Bank statements through March 31st – in May we will discuss accounts maturing on June 9th, \$1.2 million approximately. Do we keep in Bogota or government bonds for

some period of time? One matures in October, one in 2024. Commissioner Fairman commented, but was **inaudible to transcriber as he was on Zoom**.

PERSONNEL

3. RESOLUTION #2023-13 – HIRING OF TANYA OQUENDO AS BOOKKEEPER CLERK

SHA received 12 resumes for position of Bookkeeper. Fran is retiring May 31st. We had internal resume of Tanya Oquendo and 11 from people outside. Three were interviewed for position including Tanya. Committee was: Patricia Mondadori; Michael Harper, John Bujnowski. At conclusion of interview, it was decided Tanya Oquendo was best candidate for position. She's been here 18 months, good employee, taken on many initiatives on her own without ED direction; college graduate having worked in an accounting firm in Hoboken. Tanya had many jobs, got married, had children, left work force for a while; came to SHA in late 2021; been good with tenants/office work. Tanya will do a great job as Bookkeeper for SHA. Chairman Harper also commented on Tanya's ability and good work.

Commissioner Fairman noted on Resolution #2023-13 that Commissioner Rivera was listed on vote graph not Commissioner Bujnowski. Secretary will correct as amended.

Resolution #2023-13 - Hiring of Bookkeeper Clerk

WHEREAS, the Housing Authority is in need of a Bookkeeper Clerk, due to the retirement of Frances Pein, to fulfill the bookkeeper clerk duties and responsibilities to keep the Authority's financial business in good order; and

WHEREAS, the Housing Authority advertised for this position and received twelve resumes; and

WHEREAS, the Personnel Committee interviewed three candidates;

NOW THEREFORE BE IT RESOLVED, by Board of Commissioners of the Housing Authority of the Town of Secaucus that Tanya Oquendo will be offered the position of Bookkeeper Clerk effective May 1, 2023; and

BE IT FURTHER RESOLVED that the starting salary for this position will be \$50,000.

Commissioners	Ayes	Nays	Absent
Chairman Harper			
Vice Chairman Schlemm			
Commissioner Fairman			
Commissioner Mondadori			
Commissioner Pardasani			
Commissioner Bujnowski			
Commissioner Suarez			

Motion to approve Resolution #2023-13 as amended made by Commissioner Suarez; 2nd by Commissioner Mondadori.

VOTE: AYES/All Present Commissioners (5)

Absent: Schlemm/Bujnowski

Tanya Oquendo was Resident Service Coordinator. It will be discussed in May, give Resident Service Coordinator info to Commissioners.

Beginning May 15th, Mlak Hassan, Summer Intern, will be with SHA; winner of last year's NJNAHRO scholarship, attending NJIT. Application already in and anticipating half of funding from NJNAHRO for her salary (\$15/hour). They will give us money for 6-7 weeks of Mlak's employment, probably keep her employed through end of July. Mlak was here during spring break meeting office staff.

POLICY COMMITTEE

Not since March 23rd did ED receive any reports about people smoking. Today woman who lives in Kroll Heights, 4th floor, said on weekends she was smelling smoke on her floor. There are only 2 smokers in Kroll Heights. Tomorrow, ED will put notice on those doors that there is **NO SMOKING**, and have to smoke outside. Email will be sent to all residents that there is **NO SMOKING** in building; residents are "encouraged" to report smoking to Office when they smell it. ED will remind residents that they are responsible for visitors; visitors cannot smoke in their unit.

BUILDINGS & GROUNDS

In regards to Resolution #2023-14, there were 4 bids for painting jobs. Winning bidder did work here in past including renovation of 100 bathrooms @ The Elms and installed 84 doors @ Rocco Towers – Geocon Industries. Bid - \$107,000; next highest \$132,000; then off the charts. Lee Mestres spoke with Geocon, they believe they can do it – all common areas - 1st floor through Community Room, not to paint ground floor as it was painted a year ago; not to paint Penthouse - done 2 years ago. Also going to paint at last count 24-27 existing apartments that are occupied and requested their apartments be painted; also included is painting stairwells – walls, not steps. Hoping to start June/July, done by Labor Day, more updates at May meeting. Color is eggshell white throughout.

4. RESOLUTION 2023-14 (RESOLUTION AWARDING THE CONTRACT FOR APARTMENT AND COMMON SPACE PAINTING AT IMPREVEDUTO TOWERS)

WHEREAS, the Housing Authority of the Town of Secaucus (hereinafter referred to as SHA) has determined that it needs to procure services for apartment and common space painting at 600 County Avenue; and

WHEREAS, SHA has published in the newspaper an invitation to bid; and

WHEREAS, the SHA received bids from four (4) bidders on March 21 2023; and

WHEREAS, on the public opening of the bids Geocon Industries, Inc. of South Amboy, NJ with a bid of \$107,000 was found to be the lowest responsible bidder pursuant to both N.J.S.A. 40A:11-2 and N.J.S.A. 40A:11-4; and

WHEREAS, the bid submitted by Geocon Industries, Inc. has been reviewed by the Habitech Architecture who recommended the contract be awarded to Geocon Industries, Inc; and

WHEREAS, the bid submitted by Geocon Industries, Inc. has been reviewed and deemed by the SHA to be both responsive and conforming with all requirements set forth by the New Jersey Public Contracts Law, the bid specifications and the invitation to bid,

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the SHA hereby finds that the contract for the above captioned work items as described in the bid specifications and drawings, be awarded to Geocon Industries, Inc. in the amount of \$107,000; and

BE IT FURTHER RESOLVED that the Board of Commissioners hereby authorize and direct the Executive Director of the SHA to execute said contract and take any and all necessary administrative actions to implement this Resolution.

Commissioners	Ayes	Nays	Absent
Chairman Harper			
Vice Chairman Schlemm			
Commissioner Suarez			
Commissioner Bujnowski			
Commissioner Fairman			
Commissioner Mondadori			
Commissioner Pardasani			

Motion to approve Resolution #2023-14 made by Commissioner Mondadori; 2nd by Commissioner Pardasani.

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

4. RESOLUTION #2023-15 – REJECTION OF BIDS FOR REMOVAL AND REPLACEMENT OF EIFs AND WINDOWS AT 777 FIFTH STREET

Bids received for work at The Elms – lowest \$2 million; then \$3.2 and \$3.5. This resolution is permission from Board to rebid job; throw these out; go back out. Plan revised slightly in as outlined in Lee Mestres’ report. No windows will be replaced in 1st floor apartments. No windows replaced in common areas, attempting to cut down on windows; trying to get east side of The Elms **fixed**. ED spoken to Bill Katchen, CPA,

to find additional monies. While HUD does have money, what SHA is doing doesn't fit – it is a capital project, not extra money for vouchers or to do something else. Bidders are required to provide 5 quotes – 1 for entire building; then Lee broke building into quadrants – 4 to give a number for each one of those quadrants. Man from Ecuadesign had some issues with his bid; still interested in this job; trying to fix those deficiencies in his bid; came back for 2nd walk-through. We are hoping he can get his number down as well.

RESOLUTION 2023-15 - REJECTING BIDS FOR EIFS, Windows and Through Wall AC Upgrades AT 777 FIFTH STREET AND AUTHORIZING REBID

WHEREAS, on March 21, 2023, the following bids were received for EIFS, Windows and Through Wall AC Upgrade at The Elms 777 Fifth Street:

Name of Bidder	Bid Amount
1) Ecuadesign Corp.	\$2,073,514
2) Panoramic Windows and Doors	\$3,285,000
3) Spartan Construction, Inc.	\$3,589,880

WHEREAS, the bids received for EIFS, Windows and Through Wall AC Upgrade at The Elms 777 Fifth Street exceeded the budgeted amount for this project.

NOW, THEREFORE, BE IT RESOLVED, by the Secaucus Housing Authority Board of Commissioners, that the bids for EIFS, Windows and Through Wall AC Upgrade at The Elms 777 Fifth Street are hereby rejected.

BE IT FURTHER RESOLVED that the Board of Commissioners that the Executive Director is hereby authorized to re-advertise for and receive bids for this project.

Commissioners	Ayes	Nays	Absent
Chairman Harper			
Vice Chairman Schlemm			
Commissioner Fairman			
Commissioner Pardasani			
Commissioner Mondadori			
Commissioner Bujnowski			
Commissioner Suarez			

Motion to approve Resolution #2023-15 rejecting bids made by Chairman Harper; 2nd by Commissioner Mondadori.

COMMISSIONER FAIRMAN: Are there any bonding issues in regards to this Resolution.
ED MARRA: No, this doesn't commit you to any financial sums; just throws out these 3 bids.

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

Report given to Commissioners re: EXCEL Elevators: been talking to them past few days, very likely they will be completed with project prior to May 31st, BUT will have all of their material out of building by May 31st as Community Room turned into a work station.

Last month Commissioner Fairman asked: "Regarding the elevators, is there a performance guarantee when elevators are done that will last for a specific time period and is there an opportunity if the company is in violation of the contract, specifically the part about completing the job within (ED MARRA: We gave them 360 days from time we actually awarded the contract.) Is there a chance to revisit those performance guarantees before the work is completed. Do we have any other negotiating leverage?"

In general, when contractors go beyond existing amount of time, in contract there's something referred to as "liquidated damages." Bill Snyder put in \$500/day; Lee Mestres \$250/day as liquidated damages. In my history, I've only done it twice – Wonderstar, which did Rocco Towers waterproofing and with Moore Roofing when they did The Elms as they far exceeded the contract. I sent this question to Mark Montalbano, engineering company in charge of this project. He wrote back: "Based on the bid and contract documents, the SHA is entitled to the following warranty and maintenance services. Full maintenance throughout the modernization period is included in the contract price with no additional cost to the SHA. (Meaning if they're working on 1 elevator and other breaks down, they need to fix it at no cost to SHA, even if it's old elevator and vice-versa. They have to fix either no matter how many man hours/no cost of SHA.) After completed and SHA gets approvals/permits, we have a 1-year warranty period; service is included as part of contract price with no additional cost to SHA. If they finish June 1st, it means from 6/1/2023 to 5/31/2024, if anything happens to those elevators – part/labor – there's no charge to SHA. After that they offered us a 3-year service contract, which was more competitive than what Thyssen has for servicing, figuring since Excel just put together and from Secaucus, we would give them the contract.

He writes: "In summary there should be no SHA costs associated with elevator service maintenance during the modernization for the first year and for first year after completion. Thereafter for 3 years you'd have a fixed cost for the service to tallying \$33,381 and note that the SHA is not obligated." In referring to Commissioner Fairman's question: if Montalbano and I came to conclusion that they were far exceeding date completed and we started to institute "liquidated damages", then perhaps what we could exchange – 20 days @ \$250x20 – do you get 3-6 more months of that extended 1st year warranty, can you negotiate with them? Maybe, instead of them having money deducted off of their contract. No final payment made until everything is done; all permits are in. SHA is not there yet. On big projects taking a long time, I give maintenance man a journal. Their job is to write down everyday how many people show up, what time did they show up, when did they leave, how many. Junowitz has kept that journal. Excel does come everyday. Many issues at beginning of job in just getting the equipment here. Contract awarded in

April; equipment arrived at end of October, which is why Excel got an elongated amount of time – normally 180 days – SHA gave them a year to finish the job.

Everyone will be updated in May, if we have some issue about this. SHA has 1 specific thing – wiring electricity to top room in the building – there is going to be internet connection to elevator. Office can send out messages to residents – e.g, Remember exterminator coming – Get your recertification paperwork in – so people will see it. Speaking with 2 men up there, they believe inspection will be done by May 15th. If inspection done by then, that means both elevators in operation; a week to clean up all their stuff.

MISCELLANEOUS

Please do your Disclosure Statements. April 2023 newsletter from NJNAHRO sent to you. Staff training: Spent most money ever for Staff Enrichment – Tanya Oquendo and Angie Olivares went to Connecticut for PHA Web Conference – 500 people in attendance. Fran Pein, Terry Weinbrecht and I went to NJNAHRO Conference. 3 maintenance men sent to NJNAHRO Conference for maintenance. In May here at SHA through Nan McKay, a training for HQS – HOUSING QUALITY STANDARDS – to allow 3 new maintenance men to take class, pass tests – they can do inspections earning a few extra dollars by doing Section 8 inspections. Angie and Linda will also taking that class to learn about this service, as it helps them in their jobs.

Lopez Auto Repair approached ED, and has made deal with some housing authorities, to have a large sign in front of our parking lots that talk about **not parking in parking lot**. If you do park there, Lopez Towing will be called/will tow you out. I saw a similar sign at Perth Amboy Housing Authority 7 years ago. It needs to happen at The Elms because of the restaurant. In the previous restaurant it was always happening; newer restaurant it happens a little less, but on occasion; usually when no one is in office of SHA. ED will show to our attorney; put out an RFP for or as it won't cost us any money, but may be something we need.

No action on Resolution #2023-16. It will be done in May when actual Section 8 Management Assessment Plan is submitted.

REMARKS OF CITIZENS

CAROL STUART – Fire on of our floors a few weeks ago; people walking up and down hallways. Carol told them to stay in their apartments, read sign on back of your door with instructions. Many didn't understand her as they don't speak English. Carol suggests a fire drill, as firemen took a while to get here. Firemen were annoyed as people were in hallway. She told residents keep your doors closed; stay inside.

ED explained fire was an unattended oven, which created smoke out of oven at nighttime; never made it into hallway to actually set off building alarm, someone just called it in; firemen came. Because man didn't open his door and smoke didn't

make it out into hallway, which would have set off building alarm, not sprinkler, but building alarm. Contained there. Last year we did something about fire safety; think they need a memo from Office or Vinnie Nassaro (ph.) if he can produce one. We talked about fire safety that day, but specifically, we didn't speak about stay in your apartment, not walk around hallway. Carol noted fire alarm went off, but not in beginning – quite a while later. Please do notice in Spanish, as they didn't understand her. Carol asked if something could be done about man in wheelchair that goes in and out of his apartment mostly at night and door slams shut loudly. Can they put in a rubber stopper or piece of wood? Ronnie said they're not given out. Door has to shut all the way.

Mrs. Minervini having a problem with window in her apartment. ED will send window company into her apartment to see if they can fix it.

ADJOURNMENT

Motion to go out of Open Session and into Closed Session Meeting made by Commissioner Mondadori; 2nd by Chairman Harper.

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

Motion to adjourn Regular Open Meeting after Closed Session made by Commissioner Mondadori; 2nd by Commissioner Pardasani,.

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

Respectfully submitted,

Deborah L. Alvarez
Secretary/Transcriber