

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

February 22, 2024

This is condensed transcription of taped minutes taken on Thursday,  
February 22, 2024, The Elms - 777 Fifth Street, Secaucus, New Jersey.

**ROLL CALL**

Chairman Michael Harper  
Vice-Chairman Antonio Suarez  
Commissioner Raj Pardasani  
Commissioner Michael Schlemm  
Commissioner Patricia Mondadori  
Commissioner John Bujnowski

Absent: Commissioner Richard Fairman

**OPEN PUBLIC MEETINGS NOTICE**

“Adequate notice of this meeting is required by the Open Public Meeting 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 15, 2023.

**FLAG SALUTE**

(Chairman Harper and Commissioner Suarez acknowledged the Hudson County Prep Championship Basketball Team – St. Peter's Prep School for Boys – best high school in Hudson County.)

**REMARKS OF CITIZENS – Mrs. Eumelia Mendiola presented a letter to ED Marra and left the room. Her letter will be included at end of Minutes. No other comments at this time.**

**MINUTES OF PRECEDING MEETING – JANUARY 25, 2024**

ED Marra said only Regular Meeting Minutes will be voted on this evening. Closed Session Minutes of January 25, 2024 have to be revised before they are approved.

Motion to approve Regular Minutes made by Commissioner Suarez; 2<sup>nd</sup> by Commissioner Schlemm.

VOTE: AYES/All Present Commissioners (6)

Absent: Fairman

**PAYMENT OF CLAIMS**

There was a question about three payments on the Bill List. They were all related to assistance of a Housing Choice Voucher participant who has agreed to pay back the funds which were  
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fronted for him to rent an apartment. This person was homeless and the Authority used non-federal funds to assist him ED Marra stated that in the future, the Authority should adjust its Administrative Plan to allow it to use Administrative Fee funds to provide people with Security Deposits or other assistance to extremely low income participants in order to secure and apartment.

The bill from Royal Printing was for 3,000 stickers. We ran out of rolls from early 2000, which are no longer made, now on sheets.

Motion to accept Payment of Claims made by Commissioner Mondadori; 2<sup>nd</sup> by Commissioner Suarez.

VOTE: AYES/All Present Commissioners (6)

Absent: Fairman

## **FINANCE COMMITTEE**

The first item was a memorandum establishing a new Annual Deposit for Replacement of Reserve effective 4/1/2024. The Authority budgeted \$150,000 in this year's budget, most ever budgeted - \$50,000 more than was budgeted on 4.1.23. Each month \$12,500 is deposited into the account ending in 0141. That is where SHA I pays for capital projects going forward.

NJDCA sent an email approving SHA's 2025 budget for 4/1/2024. Resolution for that will be at next month's meeting. Monthly bank balances report in your packet with increase in interest rates on all accounts. We will pull \$240,000 out of Account #4 and put into a CD @ TD Bank for 6 months/5% as now only earning 2% on it.

J. Montgomery New Jersey Joint Insurance Fund Public Housing Authority Loss Control Report also in your packet.

## **PERSONNEL COMMITTEE**

Commissioners were handed a memo what Union request was and what SHA's single request was – removal of a sentence. We will vote on that contract at March meeting, just waiting for them to formally accept it. Fiscal year begins April 1<sup>st</sup>.

## **POLICY COMMITTEE**

Commissioners given sheet of paper about HOTMA – bullet points about it; no need for Commissioners to read 25-pages, just boil down to 3 pages for Commissioner review. HOTMA and NSPIRE are 2 very important things, radically changing way SHA calculates rent for residents; radically change who might be able to get on waiting list in the future. People with assets exceeding \$100,000 will not be eligible to get on list. People owning a house or place of residence will not be able to get on waiting list in future, even though meeting income eligibility. HOTMA has been modifying by HUD and most important: we paid a fee last month to PHA WEBB; every Housing Authority has a software company. Until HUD finalizes things and software is changed to acknowledge changes, nothing happens. No NSPIRE inspection when maintenance men don't have piece of software for inspectors to check off.

## **BUILDING & GROUNDS**

SHA is reflooring Rocco Towers Community Room. Bid was to be February 13<sup>th</sup> (day of snowstorm) and pushed off to February 21<sup>st</sup>. Not ready to award it, but if we get it resolved it will be awarded: \$20,000. This Community Room done in December of 2019 was \$18,000. This includes removal of existing rug, removal of linoleum floors at Rocco Towers (bathrooms and tiny kitchen) and replacement of it similar to this (indicating). Bids were: \$20,000, \$24,000, \$42,000, \$44,000 and \$93,000. \$20,000 is local contractor who does turnover contracts – Optimum Flooring. Hopefully, to be accomplished before Easter.

## **HOUSING CHOICE VOUCHER (HCV) PROGRAM**

In packet is HCV Program report – December through February.

## **MISCELLANEOUS**

Staff is preparing to do Annual Recertification for Kroll Heights. Residents get notified in March; it gets done in April and then told what their new rent will be for June 1<sup>st</sup>.

## **BUILDING & GROUNDS ADDITION**

Water infiltration at 600 County Avenue on east side of building on 7<sup>th</sup> & 8<sup>th</sup> floors where window joints are. Resident in 1202 still gets water infiltration. We brought Blackstone there and person from DRY-VIT to look at it. They're write up a proposal, which will exceed the \$40,000 QPA just-take-proposal, then we'll look at it and see whether or not we can afford a patch job (having about \$60-\$70,000 we could spend out of Operating). Six figures we can't do. The Elms contract cost \$2 million; 600 County Avenue would be much more with 500 windows plus all the other work and not counting common area windows. It is only floors 7-8. Six down no one gets water; 9-10-11 no one gets water through their windows. Resident in 1202, it's not through her window, but coming in through building and goes into corner of her apartment – corner of bedroom closet, which 12<sup>th</sup> floor has dropped ceiling, having changed tiles 8 times in last 4 years.

## **REMARKS OF CITIZENS**

ED Marra said he knows about the mice problem; will call exterminator and check black boxes again. There was mouse problem when Blackstone was here, door open too much out front. Woman suggested putting black boxes in hallway. It isn't a good visual when visitors come to The Elms.

VINCENT - #505 – He's lived here almost 13 years; his apartment has never been painted or gotten a new rug.

ED MARRA: All of SHA's money was expended on renovation of The Elms. The future plan is to paint common areas for all six floors a much brighter color. In addition we will need to change the lighting to make it brighter. If a tenant moved into the building during the past 5 years they will not be eligible to have their apartment painted, Those tenants that have lived here more than 5 years will be **offered** the opportunity to have apartment painted. At Rocco Towers, 50 people qualified for painting, only 25 asked to have apartment painted. After painting is done, following year floors need to be changed. The answer is no painting this year, unless we get an influx of funds, otherwise next Spring of 2025.

Another resident asked why the windows on 1<sup>st</sup> floor were not changed. ED Marra said for budgetary reasons and that they didn't leak.

**ADJOURNMENT (Attachment on last page of Eumelia Mendiola's letter)**

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

VOTE: AYES/All Present Commissioners (6)

Absent: Fairman

Respectfully submitted,  
Deborah L. Alvarez  
Secretary/Transcriber

Letter of Eumelia Mendiola handed in at The Elms' Commissioners' Meeting,  
February 22, 2024

I Eumelia Mendiola would like to bring some concerns to the SHA. My apartment is #101. I've complained numerous times about the above tenant in apartment #201.

So far no one has investigated this matter. I have sleepless nights due to someone staying with her in the apartment making noise. During the hours of 1:00 AM to 5:00 AM.

There is hammering, hard walking on the floor, and spraying of chemicals that come through to my apartment. During the day I turn my radio on to try to keep this person awake so they can sleep at night. At this point there must be some kind of authority I can report this issue to. It doesn't matter to me how many people there are upstairs. What matters is the courtesy they should practice when neighbors are trying to rest in the adjacent apartments. Thank you for your time. I do hope someone investigates this matter. Hope to hear from someone or see a change soon.

Sincerely,

Eumelia Mendiola