

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

April 25, 2024

Condensed transcription of taped minutes - Thursday,
April 28, 2024 Kroll Heights, 700 County Road, Secaucus, New Jersey
Commencing at 7:15 P.M.

ROLL CALL;

Present: Chairman Michael Harper
Vice-Chairman Antonio Suarez
Commissioner Michael Schlemm
Commissioner Patricia Mondadori
Commissioner Raj Pardasani
Commissioner Richard Fairman
Commissioner John Bujnowski

Also Present: Executive Director Christopher Marra
Stephen Natoli, Esq.

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 15, 2023. 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"

INFORMATION:

ED Marra informed the Board of Commissioners that \$90,173 Grant check from County of Hudson is in Finance Office at Secaucus Town Hall. This is for The Elms Project. Check is made out to Secaucus Housing Authority, will be received tomorrow and deposited into SHA account.

FLAG SALUTE

ANNUAL REORGANIZATION

Motion to nominate Michael Schlemm for Chairman made by Commissioner Fairman; there was no second.

Motion to nominate Michael Harper for Chairman made by Commissioner Pardasani; 2nd by Commissioner Suarez.

There were no other nominations.

VOTE: AYES/All Present Commissioners (6)

Abstain: Fairman

Motion to nominate Commissioner Pardasani for Vice-Chairman made by Chairman Harper; 2nd by Commissioner Suarez.

Motion to nominate Commissioner Suarez for Vice-Chairman made by Commissioner Fairman; there was no second.

VOTE: AYES/All Present Commissioners (6)

NAY: Fairman

Motion to nominate John Bujnowski as Treasurer made by Chairman Harper; 2nd by Commissioner Schlemm.

There were no other nominations.

VOTE: AYES/All Present Commissioners (7)

REMARKS OF CITIZENS

APPROVAL OF MINUTES OF MARCH 28, 2024

Motion to approve minutes of March 28, 2024 made by Commissioner Mondadori; 2nd by Commissioner Pardasani.

VOTE: AYES/All Present Commissioners (4)

Abstain: Schlemm/Suarez/Mondadori

PAYMENT OF CLAIMS FOR APRIL 2024

Motion to approve payment of claims made by Commissioner Suarez; 2nd by Commissioner Schlemm.

Commissioner Mondadori: The Vision bill on list and Deluxe Office Supply for \$973? ED Marra answered about Vision bill and Deluxe was for 2,500 new checks to be printed.

Commissioner Pardasani: \$19,000 for Magic Touch Plumbing. ED Marra: It was for many bills. Magic Touch Construction is vendor SHA spends most money with every single year – plumbing – which all takes place between October-March for 3 buildings. \$19,000 was for one month. Two plumbers come out, every 2 years we go out to get a quote for. Many are \$10-\$20 more an hour than Magic Touch; cost is around \$125/hour but 2 men - \$250/hour. Many jobs require 4-6 hours without travel time. Plumbing and then flooring are what we spend most money on.

VOTE: AYES/All Present Commissioners (7)

COMMITTEE REPORTS

Finance Committee:

1. RESOLUTION #2024-10 – CASH MANAGEMENT PLAN **AS AMENDED**

We are adding a line specifically about Bogota Bank issue, where wherever we deposit most of our deposits, we need to make sure we have a line regarding the plan that collateralization of all deposits above the FDIC deposit insurance limit at any bank is stated, which goes just to issue of Bogota solely, if we should ever change banks, because all other money spread out is kept under the FDIC insurance. Chairman Harper: SHA has to put in the line that SHA acknowledges that risk? ED Marra: Plan is going to require that, in **designation of depository section**. We will put in sentence that says: **The Plan also requires collateralization of all deposits above the FDIC deposit insurance limit at any individual depository bank**. It will go into Section: **Designation of Depositories**. We publish these resolutions as part of the record – that sentence will be in there.

Motion to amend Resolution #2024-10 adding sentence "**The Plan also requires collateralization of all deposits above the FDIC deposit insurance limit at any individual depository bank including those two sentences** by Commissioner Schlemm; 2nd by Commissioner Fairman.

Commissioner Fairman: In that section, you need to increase the number of banks (inaudible). ED Marra: We do and need to put in these banks where money is deposited: Bogota, TD Bank, Valley National and 2 new banks: Connect One Bank and Bayonne Community Bank (BCB).

VOTE: AYES/All Present Commissioners (7)

Motion to approve Resolution #2024-10 AS AMENDED made by Commissioner Suarez; 2nd by Commissioner Pardasani.

RESOLUTION #2024-10 – 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 designated depository will require collateralization of all deposits above the FDIC deposit insurance limit at any individual depository bank. The Housing Authority of the Town of Secaucus designates the, Bogota Savings Bank, TD Bank,

BCB Bank, Connect One Bank, Valley National Bank, M&T 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.

2. RESOLUTION #2024-11 – INDEMNIFICATION RESOLUTION – CIVIL

RESOLUTION #2024-11 – 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, 2024 through March 31, 2025.

Motion to approve Resolution #2024-11 made by Commissioner Schlemm; 2nd by Commissioner Mondadori.

VOTE: AYES/All Present Commissioners (7)

Last month SHA paid \$10,000 to Rapid Resource Recovery. ED Marra: There are a few wrong dates on this claim. Claim didn't occur on 16 December 2023. Report date was 2/19/2024. This event occurred at 700 County Avenue in which a 93-year old person living here on a Saturday had a toilet clogged; not knowing how to shut off toilet; she called 1-800. We got here but by that time her apartment was pretty messed up with water infiltration onto rug, into wallboard. Next apartment down not that messed up, but some remediation that had to occur down there. It was a \$29,000 bill; insurance paid \$19,000, SHA paid \$10,000 – our deductible. These men when doing the work are being paid prevailing wage; not just some local person. It's labor that gets you.

Monthly Account Balances Report: Through end of March 31, 2024 SHA had \$3,687,000 in account; slowly rebuilding ourselves over past 3 months since being depleted with project at The Elms. Also on this report, SHA has a 6-month CD at TD Bank; 11-month CD at BCB Bank; 12-month CD at Valley National Bank with dates on back page of when CDs mature. I've had a discussion with Mr. Katchen over past 10 days. All these funds were removed from Account #4, yet Account #4 seems to continue to grow. I spoke with Mr. Katchen again – pulling money out of Account #4 as we are getting better rates; pulling money out of it as there is some concern about Bogota Savings Bank's health. We want a better rate for this money. As you can see, even though money being pulled out of Account #4, there is \$1,181,000 there as of 3/31/2024.

If you take that into consideration, take the \$220,000 and \$240,000 and the \$240,000 – that means Account #4 would have almost \$1.8 million, which it shouldn't have that much. Two things we learned today: #1 – our fiscal year ends 3/31 but for whatever reason HUD, which we don't understand fully, normally get our deposits on 1st business day of each month. Normally we'd have gotten our \$400,000 payment on April 1st, but for some reason it showed up in bank account on March 29th. So, there's extra sum of money in there.

Other part of that account is: add to that account at least twice a year, (which should be done quarterly) they're supposed to go into that account an Administrative Fee gets

deposited into that. Then reimburse the Authority for Administrative costs to run Housing Choice Voucher Program and RAD PBD Program. Today I learned they have to do that and it still hasn't been done; amount of money they're going to reimburse SHA is \$150,000. So, if you take the \$400,000 and \$150,000, you're talking \$550,000, which brings us to a little less than \$1.3 million, which is an acceptable amount of money to have in that account. When I say that, I'm including the other CD money. We should also note for the record, Mr. Schlemm signed, Mr. Harper's going to sign it before he leaves; I pulled another \$240,000 out of Account #4 yesterday, went to Connect One Bank and deposited a CD there for 11 months at more than 5%. We are trying to generate more money. If you have any questions or comments, ask them.

Account #3 slowly depletes itself: 84 – 63 – 53 – 28 and goes to 253. It is the account in which payroll is paid, insurance is paid, payroll taxes are paid, Social Security payment, pension payment, health insurance. When Account #3 goes down, look at #2 – it went from \$677,000 to \$448,000. We pull it down from there.

Account #1 – it always stays stable. We never take any money out. When I first got here, Account #1 was General Fund. Account #2 was Operating. In old system when SHA in public housing, you would draw down operating subsidy into Account #1. Then take money as needed and put into Operating. We never removed General Fund when we switched to RAD. But as you can see, money doesn't get deposited into that. We discussed taking money from there to put in CDs, there is a reason: money in there is very fungible and flexible. We should floor Rocco Towers, take out of Account #1, I could do that. Account #1 is a back-up to Account #2. Worse case scenario: government shuts down, doesn't pay money for 2 months, no HAP for 2 months, what about landlords and Section 8 tenants. We could go to General Fund, take it out or we have a horrendous emergency here. Money going monthly into Account #4 – HAP and Administrator Fee have strings attached; money can't just be taken out of there and use it to pay off balance at The Elms Project. Administrative Fee has to get calculated and reimbursed to Authority. HAP is supposed to pay the rent to landlords and to us. Mr. Katchen mentioned back in January meeting: I see that account is more and maybe I have to talk to Chris about starting a FSS Program – Family Self-Sufficiency Program, which some people who run Section 8 have. You take people on Section 8 and those interested in it to establish bank accounts. Somehow through this program, it gets funded for a position to manage that program from HUD, work their way to saving money to maybe someday buy a house. I'm not sure if HAP goes towards it as we'd never had it in history of SHA. That is why I always take money from Account #4 because when it ends, I can always put it back into #4.

Commissioner Fairman: ED Marra and I have talked about issues from a Risk of Depository matter; making progress over past 9 months in minimizing that risk relative to dollar exposures that we have, appreciating all of the movements to diversify risk away from reliance upon one institution. My remarks are not meant to suggest any severe risk at existing depository, but we should be clearly aware of what goes on in the market and in banking industry currently. In addition to 2-40 you moved yesterday, I believe we need to take an additional 600-630 out of Account #1, placing it in 2-40s and maybe a 1-50 because that money isn't earning much. If you were ever utilizing that money to backstop any shortage or freeze of payment from government, we could go to anyone of these banks and break the CD. I appreciate the financial objective of making sure there's appropriate liquidity and scaling, etc., but we need to get more money down as rapidly as possible. I feel very strongly about this.

ED Marra: As of April 1, 2024 we still owe \$2,108,861 to Bogota Savings Bank with our loan - \$2.5 million loan for 20 years. I had this conversation with Commissioner Fairman and Mr. Katchen last night. Bogota Savings Bank has a \$3 million Letter of Credit on SHA. I discussed it with them both; both had divergent responses – totally different. I'm worried if I take more money out of here, they'll call me one day asking why money is being removed from their bank. You have a loan agreement that says you're supposed to keep a certain amount of money in our bank. Why should we pay for a \$3 million line of credit when you only have \$2 million left - #1. I don't know what ramifications are of that. Mr. Katchen and Commissioner Fairman had divergent responses on that.

Mr. Katchen coming next week to go over banking situation with me. Next Friday, a meeting that won't generate anything in terms of a bank because of loan, but when I went to Connect One Bank, Lisa (inaudible) who worked in various banks, now works in Connect One, suggested SHA switch money to Connect One; I said we have a loan paying 3.5% and if you want to bring it over at that rate, we're not interested in moving, but is setting up a meeting with us next Friday with their Municipal Government Banker to check us out, look at our numbers, our loan. Connect One is in N.J., have offices in Hackensack, Englewood, Saddle River – many in Bergen County; have been around 10-15 years.

Commissioner Fairman: Regarding depository clauses in loan agreement, it is a very complex, arching called TINE. It is by law and regulation. There's no disclosed amount that SHA has to maintain other than they want our deposit. We funded our loan from Day One with our deposit. If we ever did get called by Connect One as to moving all the money out, this Board has the fiduciary responsibility to maximize the earnings on that relative to the Resolution that we (inaudible) tonight. If they ever called to challenge us on that, I would go to TINE concept and nobody wants (inaudible).

ED Marra: I'm meeting with Mr. Katchen next week and I'll report back to the Board and we'll take some action. After speaking with him, I'll go back and read section about deposits that are in our loan.

Commissioner Fairman: On Letter of Credit, they should be happy to reduce that. We should take the money as opposed to relying on Letter of Credit. As we found last year, we could not rely on outside advice we were getting.

ED Marra: That loan was closed January 1, 2017 – 20-year loan with 30-year amortization. We're in year #7. Every 5 years they have opportunity to go back and look at loan and increase the rate, which they did, which was December 31, 2021 and right before rates went up. We are at 3.5%. Next time, if they look, is December 31, 2026; it's capped at 6%, even if rates were 10%, 6% is the highest we'd get.

Professional Services Committee

3. RESOLUTION #2024-12 – AWARD OF CONTRACT TO COPPA MONTALBANO FOR A/E SERVICES FOR THE EMERGENCY REPAIR TO THE ELEVATOR #2 AT THE ELMS

SHA hiring Coppa Montalbano to manage this project to make sure when project is completed and before someone went and inspected project first to make sure – is jack really broken. We don't know if TKE telling us the truth; took another quote from Excel Elevators & Escalators at \$110,000, but originally at \$116,000. Both proposals were reviewed; basically got

2024 April 28

TKE to lower price from \$116,000 to \$110,000, but SHA spending \$10,000 on Coppa Montalbano. I need somebody to manage that, tell me at the end that they're doing the right thing. TKE papers signed this morning; sent it to them – and assume that 90 days from today (end of July) before Elevator #2 is up and operating; using one elevator for next 90 days at The Elms. Paperwork will be submitted to State tomorrow for emergency repair, then there will be resolution later one: doing emergency repair, giving contract to TKE. Coppa Montalbano has been doing elevator work for SHA when we did modernization at The Elms and at Rocco Towers. Tenants have been informed once about this. Now that it's settled, a fuller letter and email about status of this, what's wrong with it and how long it will take to get fixed.

RESOLUTION #2024-12 (Award of Contract for A/E Services for Emergency Repair of Elevator #2 at The Elms, 777 Fifth Street)

WHEREAS, the Secaucus Housing Authority (hereinafter referred to as SHA) has need for A/E services for an Emergency Repair of elevator equipment for Elevators #2 at The Elms, 777 Fifth Street; and

WHEREAS, SHA is permitted to contract for such services, pursuant to both the New Jersey Redevelopment and Housing Law and the New Jersey Public Contracts Law; and

WHEREAS, SHA received one (1) proposals from A/E firms, and

WHEREAS, the highest rated proposal was submitted by the firm of:
Coppa Montalbano Architects, 97 Lackawanna Avenue, Totowa, NJ 07512

Motion made by Chairman Harper to approve Resolution #2024-12; 2nd made by Commissioner Pardasani.

VOTE: AYES/All Present Commissioners (7)

Personnel Committee

Last year a scholarship recipient, Betsabe Paulino, and her mom works in Police Department (Rossana Cardenas) at Xchange. Betsabe will be an intern here beginning June 2nd for six weeks. We are keeping Mlak Hassan from last year. Staff loves Mlak. Half of her salary is paid for by NJNAHRO. Paperwork has been submitted.

Resolution #2024-13 not given out as I don't know if you want to discuss that in Closed Session. It can be held off until end of this meeting.

Policy Committee

Smoking Enforcement: Information sent to Commissioners, but I have new information to hand out. We have to do something more active, spend money at The Elms to stop smoking. Current situation not good. WYND sent me a proposal – take it 2 ways – buy or lease it – about \$24,000 – pay \$24,000 with a lot up front or pay \$24,000 over 5 years. During those 5 years leasing or buying and something breaks, they'll send new one. (ED Marra showed Commissioners what device looks like.) No wires, plugged into outlet, no staff sent, our staff installs in each unit, making sure that serial number is matched to Apartment 101, it's in 101, etc. When someone smokes, you get a report whether a cigarette, ecigarette or marijuana.

In order to purchase this device, SHA has to wifi the building, another cost. Wifi on floors 2-6 buy Verizon Fios and pay; then turn to Mr. Natoli and say, "When we take them to Court in Landlord Tenant Court, are we going to win?" We have to do it, but I don't know if we'll always win, but we will have **physical evidence** now, not nonsense. We'd take them to Court with several smoking incidences. If it's unplugged, you get a report that they touched the device. Touching device will definitely generate some kind of letter that you touched piece of SHA device there to monitor your apartment, which is against the rules.

Commissioner Suarez presented an example: residential housing with one common thermostat with box around it and 6 apartments. People manipulated it, putting a bag around it, for example. ED Marra: That was stated to me in his conversation; an alarm will go off as there's no air left in the room. **Safety.** It will go in all 100 units because it will be there for 5 years; maybe Mary Jones leaves in 2 years, but Jackie Smith smokes a lot. In one-bedroom apartment only get one; 75 one-bedrooms, 25 studios. SHA cannot do this anymore through "whack-a-mole", we just cannot. You walk into the apartment, it smells like smoke, tenant says I don't smoke; having received a letter. Where's my proof and evidence? He will tell me I'm going to have a hard time in Hudson County Court evicting a person for smoking in their apartment. It won't be inconspicuous in their apartment as it's too small. Touching it – we'll get a report. Bag over it – we'll get a report. Smoke in your apartment – we'll get a report. In 13 years, I've had 1 call about smoking in this building. At The Elms it's a weekly or monthly occurrence to receive a call about smoking. We have to try something. Wifi will not go into Community Room in order to keep wifi secure. Commissioner Fairman asked about purchasing unit compared to leasing. ED Marra: It's the same money, just spread out over time. I'm really interested in the amount – The Elms' hallway north-south is long. If trying to reach last units in each one of these, what is strength of wifi needed, do you need redundancy to make it into those units? We don't know if 1st floor can pick up wifi out of Community Room, do we need a booster. Yes, I wrote a letter to smoker in The Elms. Process is: verbal, letter, Notice to Cease. There is no fine and HUD didn't have any for many reasons. They will not have any choice about SHA putting this in their apartment.

When I have all the figures for wifi, etc., I will let them know we're rolling this out and have a meeting about it – if you touch it, it's a lease violation. By the end of summer, this will be up and running.

Buildings & Grounds

4. RESOLUTION #2024-14 – AWARD OF CONTRACT FOR EMERGENCY REPAIR TO THE ELMS ELEVATOR #2 TO TKE

This will cost \$110,000, their proposal. You've received copy of the Emergency Repair Order. Coppa Montalbano sent TKE copy of Excel Elevator report. We're not paying sales tax.

Motion to approve Resolution #2024-14 made by Commissioner Mondadori; 2nd by Commissioner Pardasani.

VOTE: AYES/All Present Commissioners (7)

May meeting is at The Elms and June's meeting in Rocco Towers, new floor will be down, new TV and Community Room will be back and operational.

Housing Choice Voucher Program (HCVP)

Report on HCVP in your packet. Resolution #2024-15 is approval of submission of Section 8 Management Assessment Plan (SEMAP) to HUD to be done before May 31st.

Motion to approve Resolution #2024-15 made by Commissioner Mondadori; 2nd by Commissioner Schlemm.

RESOLUTION #2024-15 - FYE ANNUAL SEMAP CERTIFICATION FORM 52648

WHEREAS, pursuant to 24 CFR Sec 985.101, PHAs administering a Section 8 tenant-based assistance program must submit an annual Section 8 Management Assessment Program (SEMAP) Certification within 60 days after the end of its fiscal year; and

WHEREAS, the information from the housing authority concerns the performance of the housing authority and provides assurance that there is no evidence of serious deficient performance; and

WHEREAS, HUD uses the information and other data to assess housing authority management capabilities and deficiencies, and to assign an overall performance rating to the authority; and

WHEREAS, there are fourteen performance indicators: Selection from the waiting list, Reasonable Rent, Determination of Adjusted Income, Utility Allowance Schedule, HQS Quality Control Inspections, HQS Enforcement, Expanding Housing Opportunities, FMR Limit and Payment Standards, Annual Reexaminations, Correct Tenant Rent Calculations, Pre-Contract HQS Inspections, Annual HQS Inspections, Lease-Up, and Family Self-Sufficiency Enrollment, as well as a Deconcentration Bonus Indicator which shall be assessed individually and then combined by the Real Estate Assessment Center (REAC) into the agency's PHAS score for the purposes of identifying management capabilities and deficiencies; and

WHEREAS, HUD's verification of the accuracy of the information reported shall determine the authority's capacity to administer Section 8 rental assistance within the Federal law and regulations; and

WHEREAS, PHA's can utilize this assessment to conduct internal audits of their operations and correct identified deficiencies. The results of the assessment can be utilized by a PHA's Board of Commissioners and Executive Director, resident organizations, and the community to understand more comprehensively the PHA's operations; and

WHEREAS, the assessment will be based on a certification completed by the office of the Executive Director and submitted covering performance for fiscal year ending March 31, 2024.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the Town of Secaucus, New Jersey, that the SEMAP Management Certification Form HUD-52648 to the Real Estate Assessment Center covering performance measurements for the fiscal year ended March 31, 2024 will be submitted by the Housing Choice Voucher Coordinator no later than May 12, 2024, which is before the deadline of May 31, 2024.

Motion to approve Resolution #2024-15 made by Commissioner Mondadori; 2nd by Commissioner Schlemm.

VOTE: AYES/All Present Commissioners (7)

CORRESPONDENCE

Please remember to file your Disclosure Form before April 30, 2024, do it online.

MISCELLANEOUS

At last meeting, there was a question re: collective bargaining agreement was SHA keeping up with this 3% increase. I gave Commissioners a memo talking about OCAF adjustment has been each year since entering this program. Last few years, it's been very high. General number for renting apartment is all over the place as they pay 30% of their income, but HUD number is @ 600 County Avenue -- \$750/month. If someone paying \$500, HUD gives SHA \$200. If someone pays \$900, we get \$900 with no subsidy.

Another document shows Commissioners how HUD actually calculates OCAF – Operating Cost Adjustment Factor, what factors go into calculating an OCAF. I also included demographic report only on HCVP, April 1st report – SHA assists 254 families, assisting 550 residents with housing through that program. 25% of total families using that program have income between \$10-\$15,000; people primarily guaranteed on Social Security or Social Security Disability. 30% of them had incomes above \$35,000 and females were head of households in 214 of those households while males were head of households in 40.

Memo you received going to Affordable Housing Board talking about new legislation signed by Governor on how affordable housing units are now going to be calculated for each municipality and what their responsibility is over next several months and years.

REMARKS OF CITIZENS

LINDA - #304 – 600 County Avenue – New neighbor of hers and Linda asking if windows will ever be cleaned? ED Marra: Probably no from outside; not this year for sure, but maybe next year.

HELEN EVANS - #701 – 600 County Avenue – Painting is very nice; couches taken away near elevators. ED Marra: Couches were removed as they are never used and just create dust. Next year or later when new floor goes down on Common Area, center will get new furniture so it's all uniform, but never a bench back by elevator again, except on Floor #1. When we purchase new furniture for Common Area, we'll bring it up for consideration. It was a dust collector, put decorations up, pillows – removed them for wall to be painted and didn't want marks from chair. You are first person to mention an issue of maybe bring it back.

LINDA - #304 – Perhaps 1 chair, not 3 of them?

ANNA MINNAVERNE - #509 – 700 County Avenue - She can't open 1 window in her apartment for many, many years.

ADJOURNMENT

Motion to adjourn made by Commissioner Suarez; 2nd by Commissioner Pardasani.

VOTE: AYES/All Present Commissioners (7)

Respectfully submitted,

Deborah L. Alvarez