

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

March 27, 2025

Condensed transcription of taped minutes - Thursday,  
March 27, 2025 – Imprevduto Towers, Secaucus, New Jersey  
Commencing at 7:00 P.M.

**ROLL CALL;**

Present: Chairman Michael Harper  
Commissioner Michael Schlemm  
Commissioner Raj Pardasani  
Commissioner Richard Fairman  
Commissioner Vincent Bennett

Excused: Commissioner Patricia Mondadori  
Commissioner John Bujnowski

Also Present: Executive Director Christopher Marra

**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 15, 2024.

**FLAG SALUTE**

**APPROVAL OF MINUTES – FEBRUARY 27, 2025**

Motion to approve minutes of February 27, 2025 made by Commissioner Pardasani; 2<sup>nd</sup> by Commissioner Schlemm.

VOTE: AYES/All Present Commissioners (4)  
Abstain: Bennett

Absent: Mondadori/Bujnowski

**PAYMENT OF CLAIMS – March 2025**

Commissioners were sent 2 versions of bills via email. Second one contained PILOT payment to Town of Secaucus. This is the new system through PHA Webb. COMMISSIONER SCHLEMM: Is there any way to get a description or detail. ED MARRA: Fran put in detail on Excel sheet each month. This gets produced right out of PHA Webb. Yes, it tells you invoice number, some things about travel reimbursement; giving you an invoice.

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Motion to approve payment of claims for March 2025 made by Chairman Harper; 2<sup>nd</sup> by Commissioner Pardasani.

VOTE: AYES/All Present Commissioners (5)

Absent: Mondadori/Bujnowski

## REMARKS OF CITIZENS

DEBORAH MORRISETTE - #1202 – #1 Thinks speed bump or GO SLOW sign for The Towers parking lot. #2 – Laundry Room – When will it be upgraded – new machines? Those now are out-dated. ED Marra will check that they were purchased within last 5 years. MS. MARZA: Filters need to be cleaned. ED MARRA: Filters looked at 3 weeks ago; #1 dryer got a new filter, but not the others. #3 – In speaking with other residents, they feel they are not being heard; think something should be done; Board doesn't listen or take care of them. Board members represent residents. CHAIRMAN HARPER: We are a policy-setting Board; it is ED Marra and staff you see day-to-day who answer your daily needs. Coming to the Board should be something that's gone unanswered. If you have this much interaction with your fellow residents, please let them know, as we do every single time an issue has ever gotten to the Board, and in 30 years, nine out of 10 of those times is because they were wrongfully handled along the way by the person. As we say constantly, you can't grab a maintenance man in the hall and say, hey, I got this problem. He's on his way to do something else. That is not how you do it. If people do it the right way, call the office, we put the ticket in; we have a way to track it so we know it's done. We're happy to help, but the first step falls on the person, do it the correct way; then we can answer it in the correct way.

Many residents are now using the gym upstairs – the bikes – they need to be upgraded as they are outdated. We with bad knees find it difficult to get on them. Lastly, the windows – will they ever be power washed. East facing windows are really dirty with dirt, bird droppings and embarrassing when I have family over. ED MARRA: We'll look into it; it's been a long, long time. CHAIRMAN HARPER: Please get a price on it, Mr. Marra; a starting point so we know.

ANN - #804 – I've brought up in past meetings about leaking windows when it rains. What is going on? ED MARRA: Right now I don't have the funds to do the necessary job. We have a choice: spend \$250,000 on the side of building OR spend \$250K changing 3 roofs that are from 1986. So I'm going to change three roofs from 1986. That is the roof out there (indicating) that leaks over Ms. Whitaker – 4 down that end. The roof up here that sometimes leaks into Community Room. That roof requires extra roof – take off pavers. Major amount of discussion: do we use pavers again or no one is allowed to go out there. General consensus is: well, once tenants use it as a patio, they can't take it away. It's not just change of roof, but change of roof with new pavers. It has to be fixed. Work done on east side of building last year, dig out caulking, recaulk windows, do some other things – cost was \$250,000. Right now roofs have to be changed. Chairman Harper asked Ann if she gets water in her apartment, how often, every rain. Ann says its northeasters, every time it blows with a big wind. ED MARRA: Usually, it's 5 or 6 apartments that get water – mostly in bedroom window, but sometimes elsewhere. These are the same people that fixed The Elms. Answer is: they were put in in 1986. It isn't that easy to take these windows out and put in new windows, a lesson I learned at The Elms, with existing surface of the building. It has to be done correctly. The Elms was built in 1975, replaced windows in 1997; clear after we did an inspection of that building that those windows weren't installed correctly. No instruction on how to insert the window.

**FINANCE COMMITTEE**

**RESOLUTION #2025-10 – ADOPT BUDGET 4.1.25**

It is same budget SHA adopted, accepted by State of New Jersey.

**2026 ADOPTED BUDGET RESOLUTION**

Secaucus Housing Authority

**FISCAL YEAR: April 01, 2025 to March 31, 2026**

WHEREAS, the Annual Budget and Capital Budget/Program for the Secaucus Housing Authority for the fiscal year beginning April 01, 2025 and ending March 31, 2026 has been presented for adoption before the governing body of the Secaucus Housing Authority at its open public meeting of March 27, 2025; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approve budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget presented for adoption reflects Total Revenues of \$8,461,420.00, Total Appropriations, including any accumulated deficit, if any, of \$8,189,768.00, and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$275,000.00 and Total Unrestricted Net Position Utilized of \$250,000.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Secaucus Housing Authority at an open public meeting held on March 27, 2025 that the Annual Budget and Capital Budget/Program of the Secaucus Housing Authority for the fiscal year beginning April 01, 2025 and ending March 31, 2026 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

\_\_\_\_\_  
(Secretary's Signature)

\_\_\_\_\_  
(Date)

Motion to approve made by Chairman Harper; 2<sup>nd</sup> by Commissioner Bennett.

ROLL CALL:

Chairman Harper	Yes
Commissioner Pardasani	Yes
Commissioner Schlemm	Yes
Commissioner Fairman	Yes
Commissioner Bennett	Yes

Absent: Commissioner Mondadori  
Commissioner Bujnowski

VOTE: AYES/All Present Commissioners (5)

### Monthly Account Balances Report

Next month there will be some movement of funds. CD @ TD Bank at 5% matured; 9-month CD @ 4% expires 12/11/25. Today 11-month CD at Connect One Bank went to 4% - now for 7 months – 10/26/25. One coming up with Bayonne Community Bank due on 4/11. Possibility SHA may remove that from BCB. Reason is: a lot of CDs were coming out of Account 3110, which is Account 4 on 1<sup>st</sup> page. Account 4 is where the HAP payments and administrative fee payment came and deposited each month. HAP payment only used to pay HAP. Money earned in that account goes back into that account.

Two CDs coming out of Account #1 is TD Bank; then Havens Savings account one, taking \$480,000 out of there back in August/September 2024, put them into Havens & TD Banks. We'll keep generating money on them. Bayonne Community Bank we might take out and back into 3110. It isn't generating income for us that can help us do other things.

Every quarter or every six months in Account #4, there is administrative fee we deposit into that account every month; then Mr. Katchen's office does a calculation to determine that a certain amount of money comes out of there going into Account #2 Operating to help offset costs: salaries and other things that we're allowed to take. That number is around \$300K that will be moved out of there when you see the 3/31 bank statement.

Commissioner Schlemm asked about the Connect One bank. We'll renew it for \$240,000 and send SHA a check for \$11,000. TD Bank is at \$225,000 as laundry money also goes in there.

Commissioner Fairman commented about Letter of Credit data from Bogota Bank. I think it's a good addition to the report.

### **POLICY COMMITTEE**

HOTMA and NSPIRE are always there. We will have to do something to implement some forms of HOTMA, but entire thing not being implemented, but will be implemented for July 1<sup>st</sup>. President Trump and Secretary of HUD were already complaining about NSPIRE, how much money it cost HUD, how long it had been there; maybe they'll "kill" it. It is unclear where NSPIRE, which is inspection program, is going to be implemented by October 1<sup>st</sup> or they "kill it" and just remain with Housing Quality Standards, which we all are doing anyway. I will train staff for NSPIRE as I have no other choice.

In the summer of 2020, NAHRO was to have their summer convention in NYC. Of course, that didn't happen due to COVID. Five years later, which they now call "summer symposium" and have downscaled the size of it, they're having summer symposium at New York Hilton Midtown on July 17-18 – Thursday and Friday. As I get more information, it would be worthwhile, if Commissioners are available, to attend. Bus ride into the City, go up to NY Hilton and go for the day to see what it's like. I've never been to it; hope to go. Please mark those dates down. When I get more information and agenda, I will send it out to everyone.

### **BUILDINGS & GROUNDS COMMITTEE**

Interior painting and interior lighting upgrade at The Elms has been completed. People are still happy; it definitely helped.

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Lee Mestres has been here and we are going to replace the 3 roofs at 600 County Avenue, hoping to have out to bid in early April, meaning that project will get done in August or September. If we have enough money I wrote down A and B. We want to remove and replace all flooring on Floors 1-12 in common area and light painting. Light painting is: the rule is if you lived here for 5 or more years, you have opportunity to have your apartment painted. Only half of the 50 people took advantage. We're going to change it from 5 years to a little longer, perhaps 9 or more years; we would change your floor.

A few weeks ago, a maintenance man and I went into every (inaudible). I have complaints from residents that moved in here over the past 2 years: my pantry doors are disgusting. They are rusty on inside, etc. We would make an effort to change them. People then talked about their bedroom and bathroom doors having a laminate on them. In some cases, laminate fell off their door or its contact paper. Stef and I went into all 100 apartments. I copied down every apartment that had bad bedroom/bathroom doors, about 60 apartments in which contact paper is coming up. Adele has holes in her doors; she didn't put them there. We can't change those doors, but maybe change front door. We aren't going to change doors in other 40 apartments. Sixty are bad, and we'll change them. Flooring will be a lot of money. Flooring here in common area has been down close to 17 years – either 2008 or 2009 was last time flooring was changed in this building in common areas. It all depends on how much roofs cost.

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

Report covers January through March. HUD sent out questionnaire to housing authorities wanting to know – when you went into RAD (inaudible) you had to create a replacement reserve account.

## **CORRESPONDENCE**

Going back to bank statement, that is what I call **IDRR Money Market**. That is where you are to put money into every year to save for capital projects; not meaning you must spend on capital projects. As an example, we just painted The Elms. We'll pay for that out of Operating. We relit The Elms – paying for that out of Operating; but when we do this project, we'll probably pay for it out of Capital, as it will be so much money. HUD wanted to know are you putting the right amount of money in there – when was the last time you took a drawdown from it; what was it used for. I answered their questions, sent it in, and didn't need Bill Katchen to help me. We sent it in, but no response back yet.

Not on the Agenda, but you all have, is tracking energy costs at The Elms. Two things I want you to remember: last January/February was super mild. December/January were mild because they were still working on The Elms those months when we thought they were going to have to stop at Thanksgiving. You can see in January/February 2025, there was an increase in kilowatthours and increase in cost to fund those KWH. We'll keep tracking it. I haven't looked to see what cost of KWH was this year than last year, but purpose of this was when we redid The Elms, we were hoping to see energy savings. I'll keep tracking it.

In July/August/September 2024 and October, we were doing great, and November too; ahead of the ballgame. Once December/January/February 2025 came – I remember them because of snow. No snow overtimes last year; limited snow last year. This year we've had 4-5 different storms and definitely colder this year than 2024. If you live in The Elms, you don't

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get a PSE&G bill. One big meter that does entire building, no gas, all electric. It's a battle SHA has fought since The Elms put up 50 years ago.

Next meeting is in April – Kroll Heights.

COMMISSIONER FAIRMAN: Regarding last month's work order issues. ED Marra and Chairman Harper handled the discussion professionally. Residents need to just follow proper procedures if they have a problem in their apartment. Call or text Office so Work Order can be made and maintenance can attend to the problem. ED MARRA: Residents should use the communication system, we should remind people to notify the Office and request a Work Order. CHAIRMAN HARPER: We have to handle some things better as a Board. When someone comes here with an issue that ED Marra and Office haven't heard about yet, sometimes we entertain it too much; have an open discussion about it, when it wasn't handled. If someone had called ED Marra or the Office, it would have been finished by now. A VOICE: After I called the Office, it took Stefan almost 4-1/2 hours to fix the problem, because it wasn't just my sink, it was apartment downstairs – from 8 to 6 and back up. He had to go underneath, take everything out and almost 3 hours before he could fix it. (It was a problem with the line at the end of Friday.)

ANOTHER VOICE: Shopping carts near the doors, leaves have been cleaned up thanks to Stefan.

(Various people spoke about various subjects. One woman spoke about text messages and emails.)

ED MARRA: In the system, I know how many people have emails and receive text messages. Some people still have flip phones and call goes to family member; a handful like that in each building. I am aware of that.

## **ADJOURNMENT**

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

VOTE: AYES/All Present Commissioners

Absent: Mondadori/Bujnowski

Respectfully submitted,

Deborah L. Alvarez