

STATE OF NEW JERSEY
SECAUCUS HOUSING AUTHORITY
THE ELMS
777 FIFTH STREET
SECAUCUS, NEW JERSEY

May 22, 2025

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
Commissioner Raj Pardasani
Commissioner Michael Schlemm
Commissioner Patricia Mondadori
Commissioner Richard Fairman
Commissioner Vincent Bennett

Absent: Commissioner John Bujnowski

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

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, 2024. 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".

FLAG SALUTE

MINUTES – APRIL 22, 2025 OF REGULAR MEETING & CLOSED SESSION

Motion to approve both Regular Meeting & Closed Session minutes made by Commissioner Mondadori; 2nd by Commissioner Bennett.

VOTE: AYES/All Present Commissioners (3)
Abstain: Fairman/Pardasani/Schlemm

Absent: Bujnowski

PAYMENT OF CLAIMS – MAY 2025

There were no questions, comments or concerns.

Motion to approve made by Chairman Harper; 2nd by Commissioner Pardasani.

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

FINANCE COMMITTEE

ED MARRA: Look at bank balances for April 30th. The 11-month CD had \$248,321 on 3/31 was closed; move up into Account #141. CD was with Bayonne Community Bank. Money went into #141 as SHA is getting ready to fund some Capital Fund projects. Rest of CDs listed on back will all be renewed, but not at those rate levels when they come up for renewal. Three due in July. A few at Bogota Savings Bank. We closed the fiscal year 3-31 and will inform Commissioners when we will have at next meeting date of audit at end of July.

Commissioner Fairman inquired about Reverse (inaudible). You indicate Operating Funds – 5 accounts (inaudible) .40, which Account is .40. ED Marra: TD Bank Account that has balance of \$19,509; the lowest. BSB is Bogota Savings Bank; it renewed for 9 months. We have one coming up in Bogota in July. That is money in BSB.

POLICY COMMITTEE

1. RESOLUTION #2025-18 – ADOPTION OF PHA 5 YEAR PLAN

Everyone received copy of the plan last month. SHA is required to do every 5 years; we had paid assistance to do this plan with NELROD; public hearing on May 15th, but no attendees. HUD makes you do lots of things for compliance, but this one is not for compliance. It will be uploaded to web site tomorrow after your approval, along with other documents required to be uploaded.

RESOLUTION No. 2025-18

RESOLUTION APPROVING FISCAL YEAR 2023-2024 ANNUAL PLAN & YEAR PLAN 2025-2030

WHEREAS, the Housing Authority of the Town of Secaucus ("Housing Authority"), a public entity organized and existing pursuant to the Code of Federal Regulations, the Department of Housing and Urban Development ("HUD"), and the laws of the State of New Jersey, is required to develop a Fiscal Year Annual Plan and 5-Year Plan as required under Section 511 of the Quality Housing and Work Responsibility act of 1998 (QHWRA); and

WHEREAS, both Plans outlines the Agency's strategy for addressing housing needs, includes its affirmation and progress to reposition its public housing under the Rental Assistance Demonstration (RAD) program utilizing a blend of Project-Based Vouchers and Tenant Protection Vouchers, and

incorporates program policy language related to the RAD conversion and Project Based Voucher management in its Housing Choice Voucher Administration Plan; and

WHEREAS, the Housing Authority's Plans further includes comments received from residents on its plans, which were made available during community meetings in May 2025, on the Agency's website, and a copy in each community room; and

WHEREAS, the Plans were provided prior to this public meeting to the Commissioners for review and must be approved by the Housing Authority's Board of Commissioners for submission to HUD; and

WHEREAS, the Board of Commissioners of the Housing Authority has found that approving and authorizing the Annual Plan for Fiscal Year 2025-2026 and Five-Year Plan 2025- 2030 is in the best interest of the Housing Authority and its overall goal of providing quality affordable housing to families and low-income senior citizens;

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the Town of Secaucus hereby approves and authorizes the submission of its Fiscal Year 2025-2026 Annual Plan and Five-Year Plan 2025-2030 to HUD; and

BE IT FURTHER RESOLVED that the Board hereby authorizes and directs the Executive Director of the Housing Authority of the Town of Secaucus to take any and all necessary administrative actions to implement this resolution.

Motion to approve made by Chairman Harper; 2nd by Commissioner Mondadori.

VOTE: AYES/All Present Commissioners (6)

Absent: Bujnowski

SMOKING POLICY

We are still working with WYND on devices in apartments in only this building. We do not have smoking complaints in other 2 buildings. Nine to 10 smokers in The Elms. Device is not perfected yet in our units.

BUILDINGS & GROUNDS

Lee Mestres will give me something next week re: replacing roof at 600 County Avenue, pavers on roof now to walk out on. We thought about replacing with stone tile: A – too expensive, didn't work in confirmation up there. He is trying to deal with something else so people can walk out onto the roof; maybe not a paver. By June meeting it will have gone through bid process and have something to present to Board to award a contract to replace those roofs at 600 County.

Outside here we painted the 777 wall, which as long as I am with SHA, it hasn't been done. We fixed areas of fence that were broken; something you didn't see unless you pushed it. Residents brought to my attention. As you are walking up to the entrance of the building the area fenced off to the right was messed up during construction, we have relandscaped that area.

HOUSING CHOICE VOUCHER PROGRAM (HCVP)

March through May, we have received the information and will open HCV list from June 9th to June 13th. There will be an ad in Bergen Record next week. Also made contact with school systems so that on Friday, May 30 and Friday, June 6th – every Friday an email goes home from each school about activities for the week, but those 2 Fridays, there will be a notice in there about HCV opening up. There are families living in hotels and send their children to school in Secaucus. Those families will also be made sure that they get the application on Day 1 so they can get themselves on the list. We hope that reaches more parents during that time. For June meeting, we'll have an idea of how many people signed up – perhaps between 200-350 applications to come in that one week, taking 3-4 years to get through that list.

Commissioner Fairman: About size is the waiting list for Section 8. ED Marra: We're down to 12 people on the list from April 2022. It took about 3 years to get through 200 people. We haven't given out a voucher since November because we maxed out. There are many reasons why we're doing it now: school is still open, not in middle of summer. We have an extra staff person, an intern, who can do all that data input when we get those 275 applications. There are constant calls to my office, Mayor's office about when will list open, so we need to get people onto the list.

Commissioner Fairman: What is the number of placements for Section 8? ED Marra: In 3 years we did about 200. In a typical year, you might get through 50-75 people. It's a hard number to answer as SHA is at maximum of 254. In past we would build up to 254. Sometimes people fail a background check; sometimes given a voucher and it will eventually expire – they have 120 days to find a place to live. Sometimes we go to 150 – still can't find a place to live. There's a difference in not finding place to live and not trying. If we don't hear from you often, you've given up or ghosted us, but if talking to you on a weekly basis; you've come to us with a few examples of a place, but doesn't work out and also getting security deposit is very difficult. Commissioner Fairman: At bottom of page, you have a chart – very low to extremely low.

ED Marra: That is your income limits. HUD wants us to look at **extremely low** people; wording in most HUD documentation asks you to confirm 75% of applicants of "extremely low". SHA doesn't really look at that, most of the time we're actually able to accomplish it without trying to target it. If you are 1 person, you can make up to \$46,900 and be eligible. Family of 4 you can make up to \$67,000 and be eligible.

CORRESPONDENCE, OLD BUSINESS, NEW BUSINESS – nothing at this time

REMARKS OF CITIZENS – nothing at this time

ADJOURNMENT TO CLOSED SESSION

SECAUCUS HOUSING AUTHORITY

RESOLUTION NO. 2025-19
AUTHORIZING EXECUTIVE SESSION

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Secaucus Housing Authority to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in “Executive Session,” i.e. without the public being permitted to attend, and

WHEREAS, the Secaucus Housing Authority has determined that 2 issues are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance shall be discussed during an Executive Session to be held on May 22, 2025 at 7:30 P.M., and

WHEREAS, the nine (9) exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which **the number** of issues to be privately discussed that fall within that exception shall be written, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception shall be written.

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“(7) Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.”

An update on the hiring of outside counsel on a personnel matter that could result in litigation and a summary of the disposition an eviction litigation in landlord tenant court and its legal implications for the housing authority. Both matters fall within the scope of the attorney client privilege and are necessary for the attorney to exercise his ethical duties as counsel to the Board.

WHEREAS, the length of the Executive Session is estimated to be 20 minutes after which the public meeting of the Secaucus Housing Authority shall (circle one) reconvene and immediately adjourn or reconvene and proceed with business.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Secaucus Housing Authority will go into Executive Session for **only** the above stated reasons;

BE IT FURTHER RESOLVED that the Board of Commissioners hereby declares that its discussion of the aforementioned subject(s) will be made public at a time when the public’s interest in disclosure is greater than any privacy or governmental interest being protected from disclosure. For each of the above items, the estimated date by which such disclosure can be made and/or the occurrence that needs to take place before disclosure can be made are listed below (attach separate sheet if necessary)

Subject of Discussion	Estimated Date	Necessary Occurrence
Landlord Tenant Case	TBD	
Personnel Matter	TBD	

BE IT FURTHER RESOLVED that the Secretary, at the present public meeting, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that will privately discussed.

BE IT FURTHER RESOLVED that the Secretary, on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.

Michael Harper, Chairperson

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION APPROVED BY THE BOARD OF COMMISSIONERS OF THE SECAUCUS HOUSING AUTHORITY AT ITS PUBLIC MEETING HELD ON May 22, 2025.

Christopher Marra, Secretary

Motion to close Public Meeting and go into Closed Session made by Commissioner Mondadori; 2nd by Commissioner Pardasani.

VOTE: AYES/All Present Commissioners (6)

Absent: Bujnowski

Respectfully submitted,

Deborah L. Alvarez
Secretary/Transcriber