

The Caucus of the Housing Authority of the City of Bayonne was held on Thursday, August 9, 2018 at Noon in the Conference Room located at 549 Avenue A, Bayonne, NJ 07002.

The following letter was received from the Executive Director, John T. Mahon.

Honorable Ludovico Nolfo

Honorable John R. Cupo

Honorable Rev. H. Sykes

Honorable Vincent Lombardo

Honorable Maria Karczewski

Honorable Irene Rose Pyke

Kathleen A. Walrod, Counsel

Members of the Board:

In accordance with the By-laws of the Housing Authority of the City of Bayonne, after consulting with the other Commissioners of the Authority, I have determined to call Caucus Meetings of the Authority, as additional special meetings of the Authority, generally to be held on the Thursday Noon prior to the second Tuesday of the month.

Very truly yours,

Ludovico Nolfo  
Chairman

The Regular Meeting of the Housing Authority of the City of Bayonne was held on **Tuesday, August 14, 2018 at 1:00 P.M.** in the Thomas Wojslawowicz Room located at 549 Avenue A, Bayonne, N.J. 07002.

Executive Director John Mahon called the roll and the following were present:

Vice Chairman Sykes, Commissioners Karczewski, Cupo, and Pyke. Also in attendance was Kathleen A. Walrod, Esq.

Executive Director moved to dispense with the reading of the minutes of the previous full Agenda Meeting of August 14, 2018 in view of the fact that each Commissioner received a copy of these minutes. Motion made by Commissioner Karczewski and seconded by Commissioner Cupo.

**AYES:** Vice Chairman Sykes, Commissioners Karczewski, Cupo, and Pyke.

**NAYS:** None.

**Members of the Board:**

A Resolution approving the write offs from July 1, 2017 to June 30, 2018 is being prepared for your consideration.

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A Resolution authorizing that the annual audit report was reviewed by the Board and a Group Affidavit was submitted to the Local Finance Board is being prepared for your consideration.

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A Resolution authorizing the Executive Director, John Mahon as the representative for the Authority's Joint Insurance Fund is being prepared for your consideration.

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A Resolution authorizing amendments to the Reasonable Accommodation Policy.

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Resolution to enter into an interlocal agreement with the City of Bayonne to transfer a 99 GMC van to the City of Bayonne.

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Resolution renewing the DHS Business Associates Agreement between the Authority and Joanne Wells.

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A resolution approving the submission of the SEMAP indicators to be ratified.

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A Resolution authorizing the Executive Director to negotiate and execute the Agreement for Police Services between the BHA and the City of Bayonne.

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Respectfully submitted,

John T. Mahon  
Executive Director

**(6511) WHEREAS**, the Housing Authority of the City of Bayonne (the "Authority") has determined that, given the nature and extent of the items discussed and voted upon at its regular meetings, it would be in the Authority's best interests to adopt a consent agenda format for the purpose of conducting one vote on all routine and un-debated matters; **WHEREAS**, the Authority's Commissioners have reviewed the items listed on the printed agenda, and determined that all shall be voted on together with one vote, and **WHEREAS**, all Commissioners in attendance at this Regular Meeting of the Authority are in agreement with this determination, **NOW THEREFORE BE IT RESOLVED**, that the resolutions numbered **2-8** are hereby adopted, effective immediately, based upon the single vote of the Commissioners.

**(6512) WHEREAS**, the 2017-2018 fiscal year of the Housing Authority of the City of Bayonne (the "Authority") ended June 30, 2018 and **WHEREAS**, the Authority currently has outstanding debts owed to it from prior tenants of the Authority in the amounts indicated on the list attached heretofore totaling \$27,555.92 for the periods and total amounts as shown thereon for the period **July 1, 2017 to June 30, 2018**, and, **WHEREAS**, it is in the opinion of the Authority's Accountant, David Ciarrocca, CPA, as set forth in his letter of August 9, 2018 to the Authority that the Authority should write off the aforesated debts, **NOW THEREFORE BE IT RESOLVED** by the Commissioners of the Authority, that based upon the recommendation of its Accountant, the aforesated debts are hereby written off, and **BE IT FURTHER RESOLVED**, that the write-offs on these debts shall be effected no later than June 30, 2018 and

**BE IT FURTHER RESOLVED**, that this action shall not alter the intention of the Authority to collect all accounts with amounts over \$1,000 and that, should any such amounts be collected, the proceeds thereof shall be included in the accounts of the Authority as extraordinary revenues at the time of their actual receipt.

**(6513) LOCAL AUTHORTIES GROUP AFFIDAVIT FORM**

**(6514) RESOLVED**, that the Housing Authority of the City of Bayonne appoint John T. Mahon, Executive Director as the representative for the New Jersey Joint Insurance Fund.

**(6515) WHEREAS**, the Housing Authority of the City of Bayonne is required to promulgate certain policies and,  
**WHEREAS**, these policies may evolve and need to be changed as a result of changing laws, regulations, and conditions, and  
**WHEREAS**, there is a need to amend the Authority’s Reasonable Accommodation Policy,  
**NOW THEREFORE BE IT RESOLVED**, that the attached changes to the Reasonable Accommodation Policy be approved by the Board of Commissioners, and  
**BE IT FURTHER RESOLVED**, that the Reasonable Accommodation Policy is amended as per required regulations and laws.

**(6516) WHEREAS**, the Bayonne Housing Authority may periodically review its automotive fleet to determine the viability of vehicles and  
**WHEREAS**, after a review, it has been determined that one vehicle with VIN 1GTGG25W7X1160609 should be declared and  
**WHEREAS**, the Bayonne Housing Authority will seek to dispose of these vehicles and  
**WHEREAS**, the Bayonne Housing Authority cooperates with the City of Bayonne on numerous matters and the City has expressed interest in acquiring the obsolete vehicles for their purposes,  
**NOW THEREFORE BE IT RESOLVED** that the Executive Director is authorized and directed to execute an interlocal agreement with the City of Bayonne to transfer the obsolete vehicles to the City of Bayonne.

**(6517) NOW THEREFORE BE IT RESOLVED**, that the Department of Human Services Business Associates Agreement between the Authority and Joanne Wells be approved.

**(6518) WHEREAS**, the Housing Authority of the City of Bayonne is required to annually submit documentation for SEMAP (Section Eight Management Assessment Program), and  
**WHEREAS**, submission of the SEMAP indicators is due by August 31<sup>st</sup>, and  
**WHEREAS**, the Authority complied with the submission deadline, and  
**WHEREAS**, initial Authority review of the indicators indicate the Authority should be designated “High Performer”  
**NOW THEREFORE BE IT RESOLVED**, that the submission of the SEMAP indicators be ratified.

**(6519) RESOLVED**, that the Executive Director is authorized to negotiate and execute an Agreement with the City of Bayonne for Police Services.

**(6520) WHEREAS**, the Executive Director of the Housing Authority of the City of Bayonne (the “Authority”) has prepared the attached list of claims and payments (the “List”) for consideration by the Authority Board of Commissioners, and  
**WHEREAS**, the List has been reviewed by the Commissioners,  
**NOW THEREFORE BE IT RESOLVED** that the Chairman or Vice Chairman and the Executive Director be authorized and directed to execute checks for and make the payments hereby approved.

**VOTE ON RESOLUTIONS: 6510, 6511, 6512, 6513, 6514, 6515, 6516, 6517, 6518, 6519, 6520.**

**AYES:** Vice Chairman Sykes, Commissioners Karczewski, Cupo, and Pyke.

**NAYS:** None.

**CARRIED.**

**Executive Director, John Mahon:** If I may take the liberty, I’d like to welcome our new commissioners. Also, I know you’ve met some of the people, but let me introduce them. We have Evan Pacyna, who you’ve been dealing with on some communications. He is a good contact if myself or Patricia are not in the office. He can help you out most times. Then, we do have Patricia Madison, our Assistant Director, who joined us late last year. Pat Bader who is in charge of our modernization. Mike Pacyna, who is our Director of Maintenance. And Ray Skalski who I mentioned before, is our Director of Security. I turn the meeting over to you, Vice Chairman.

**Vice Chairman Sykes:** Echoing what you just said, I’d like to take this opportunity to welcome to the board John Cupo, Vincent Lombardo, and Irene Pyke as new members of the Board of Commissioners of the Housing Authority. We look forward to continuing the good work of the Housing Authority and working with you to accomplish the goals that have been set out by us over the years. We welcome you as a part of the organization.

**Executive Director, John Mahon:** If I could just ask the two new commissioners to give me dates you are available, by the end of the week, in relation to the orientation sessions we want to try and put together. And also, anybody is welcome to attend, we’ll try to accommodate everyone.

**Commissioner Karczewski:** What time frame are we considering?

**Executive Director, John Mahon:** Between now and hopefully the end of September or early October just so the new commissioners can get orientated on how we do things. It’ll give a good breakdown on what we’re doing here.

Motion made by Commissioner Cupo and seconded by Commissioner Karczewski to adjourn.

**AYES:** Vice Chairman Sykes, Commissioners Karczewski, Cupo, and Pyke.

**NAYS:** None.

The meeting was then adjourned at 1:06 PM.