

The Caucus of the Housing Authority of the City of Bayonne was held on Thursday, April 5, 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  
87 Trask Avenue  
Bayonne, New Jersey 07002

Honorable Timothy J. Moriarty  
88 West 31<sup>st</sup> Street  
Bayonne, New Jersey 07002

Honorable Rev. H. Sykes  
28 West 20<sup>th</sup> Street  
Bayonne, New Jersey 07002

Honorable Edward Kaczka  
10 Latourette Place  
Bayonne, New Jersey 07002

Honorable Maria Karczewski  
95 West 39<sup>th</sup> Street  
Bayonne, New Jersey 07002

Kathleen A. Walrod, Counsel  
700 Plaza Drive Suite 212  
Secaucus, N.J. 07096

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, April 10, 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:

Chairman Nolfo, Vice Chairman Sykes, Commissioners Moriarty & Karczewski. 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 March 13, 2018 in view of the fact that each Commissioner received a copy of these minutes and moved to open a public hearing to discuss the Annual/5 Year Plan. Motion made by Vice Chairman Sykes and seconded by Commissioner Moriarty.

**AYES:** Chairman Nolfo, Vice Chairman Sykes, Commissioners Moriarty, Karczewski.

**NAYS:** None.

**Executive Director, John Mahon:** This is what we do annually in relation to the five-year plan and annual plan update that is required by HUD. We've worked with staff and we've worked with representatives of the residents on capital improvement items which range from roof replacements, elevator upgrades, common area painting and upgrades, site work, underground heating lines which we definitely need. We have some issues that we're dealing with over the last few days. Window replacements, kitchen & bath replacements, boiler upgrades, and some electrical upgrades that potentially we can look at for some enhanced amenities at senior/disabled buildings specifically.

**Assistant Executive Director, Patricia Madison:** We're updating the smoke-free policy with a lease addendum to be in compliance with recent HUD regulations requiring 25 feet from the buildings. We are also amending the admissions and continued occupancy policy that was previously voted upon and approved by the board. We are also updating the financials every year; that is part of the process. We're exploring possible options to expand affordable housing RAD as well as other development opportunities. We want to continue to improve living conditions through capital fund grants. Specifically, we applied for a lead-based paint abatement capital fund grant. And we may apply for some vacant unit approvals under the modernization category.

**Executive Director:** Just to add, the omnibus package that was passed included an 880 million dollar increase in the capital fund across the country. We do not know what our portion of the increase is; that will come out within 60 days of the signing of that bill. There's also a very modest increase in the operating fund for public housing. Once again, we have to wait 60 days for the formula. And just as a side note not attached with this, there was continuous very low funding of the administrative fee for section 8 and the HAP payments increased a little actually which is good news for section 8 but doesn't affect this plan specifically. Does the public and/or the commissioners have any comment on the 5 year plan or any of the items or any of the programmatic endeavors that we hope to undertake in the next year or 5 years?

**Chairman, Ludo Nolfo:** No questions, but it all sounds very interesting.

**Executive Director:** Yes, it will keep us busy.

Executive Director moved to close the public hearing. Motion made by Commissioner Karczewski and seconded by Commissioner Moriarty.

**AYES:** Chairman Nolfo, Vice Chairman Sykes, Commissioners Moriarty, Karczewski.

**NAYS:** None.

**Members of the Board:**

A Resolution approving the submittal of the Authority's Five Year Plan and Annual Plan to HUD is being prepared for your consideration.

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A Resolution authorizing to advertise and solicit for proposals for General Legal Counsel is being prepared for your consideration.

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A Resolution authorizing to advertise and solicit for proposals for Auditing Services is being prepared for your consideration.

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A Resolution authorizing to enter into an interlocal agreement with the City of Bayonne to transfer obsolete vehicles to the City.

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A Resolution approving the submission of the annual audit to the State of New Jersey.

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Resolution authorizing to advertise and solicit for proposals for A/E services for a feasibility study on the prospect of upgrading current for HVAC systems at senior buildings.

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Resolution authorizing phone-ins for commissioners to attain a quorum.

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Respectfully submitted,

John T. Mahon  
Executive Director

**(6479) 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 **6479, 6480, 6481, 6482, 6483, 6484, 6485, 6486, and 6487** are hereby adopted, effective immediately, based upon the single vote of the Commissioners.

**(6480) WHEREAS**, the Quality Housing and Work Responsibility Act (“QHWRA”) of 1998 resulted in many requirements and changes for Public Housing Authorities (“PHAs”); and **WHEREAS**, a new requirement was the development of an Annual and Five-Year Plan for the Authority, and **WHEREAS**, the Five-Year Plan was updated and submitted to the U.S. Department of Housing and Urban Development (“HUD”) in 2017 and the Authority has followed the regulations concerning the drafting of the Annual Plan; and **WHEREAS**, on Tuesday, **April 10, 2018**, the Authority conducted a public hearing concerning the Annual Plan; and **WHEREAS**, the Authority’s Board of Commissioners considered all comments on the Annual Plan; and **NOW THEREFORE BE IT RESOLVED** that the Bayonne Housing Authority’s Board of Commissioners hereby accepts updates to the Annual Plan and authorizes its submission to HUD; and

**NOW BE IT FURTHER RESOLVED** that the Authority's staff be directed to follow any and all regulations concerning the Annual Plan.

(6481) **RESOLVED**, that the Executive Director of the Housing Authority of the City of Bayonne be authorized to advertise and solicit proposals for:

**GENERAL LEGAL SERVICES**

(6482) **RESOLVED**, that the Executive Director of the Housing Authority of the City of Bayonne be authorized to advertise and solicit for proposals for:

**AUDITING SERVICES**

(6483) **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 1GTGG25WOX1161018 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.

(6484) **WHEREAS**, the annual audit report for the fiscal year ending June 30, 2017 has been completed and filed with the New Jersey Department of Community Affairs, pursuant to N.J.S.A. 40A:5A-15; and

**WHEREAS**, the governing body of each authority, within 45 days of receipt of the annual audit, shall certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "Schedule of findings and Questioned Costs", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board; and

**WHEREAS**, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "Schedule of Findings and Questioned Costs".

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the Housing Authority of the City of Bayonne hereby certifies to the Local Finance Board of the State of New Jersey that each commissioner has personally reviewed the annual audit report for the fiscal year ending June 30, 2017 and specifically had reviewed the sections of the audit report entitled "Schedule of Findings and Questioned Costs", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

**BE IT FURTHER RESOLVED**, that the Executive Director of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

**(6485) WHEREAS**, the Authority strives to provide the best product for current and prospective residents; and

**WHEREAS**, residents in our senior and disabled buildings sometimes have chronic or other conditions that make them sensitive to extremes in the weather, especially heat, and **WHEREAS**, air conditioning is an amenity that was not considered in the construction of the BHA's senior/disabled building from 1950 -1970, but is a regular feature in most households,

**NOW THEREFORE BE IT RESOLVED** that the Authority staff be directed to secure a feasibility study on the prospect of upgrading current HVAC potential in the senior/disabled buildings to include the addition/conversion of air conditioning, and

**BE IT RESOLVED** that actual costs and future costs, specifically with energy consumption, be analyzed.

**(6486) WHEREAS** it is important for the Board of Commissioners to conduct business on behalf of the residents, and

**WHEREAS** it is required that a quorum be present to take any possible action at a public meeting,

**NOW THEREFORE BE IT RESOLVED** that to ensure the operation of the Authority for the benefit of the residents that commissioners be allowed to "call in" to any scheduled meetings under certain circumstances for the purpose of voting and

**BE IT FURTHER RESOLVED** that the circumstances that allow for such communication is to attain quorum and maintain an adequate number of Commissioners to consider passage of proposed resolutions, and

**BE IT FURTHER RESOLVED** that this resolution take effect immediately

**(6487) 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: 6479, 6480, 6481, 6482, 6483, 6484, 6485, 6486, and 6487.**

**AYES:** Chairman Nolfo, Vice Chairman Sykes, Commissioners Moriarty, Kaczka, Karczewski, and Nardini.

**NAYS:** None.

**CARRIED.**

The Chairman opened the floor to anyone in the audience. No response.

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

**AYES:** Chairman Nolfo, Vice Chairman Sykes, Commissioners Moriarty, Karczewski.

**NAYS:** None.

The meeting was then adjourned at 1:12 PM.