

The Caucus of the Housing Authority of the City of Bayonne was held on Thursday, December 3, 2015 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.

Absent: Commissioners Karczewski and Kaczka.

Honorable Ludovico Nolfo
87 Trask Avenue
Bayonne, NJ 07002

Honorable Maria Karczewski
95 West 39th Street
Bayonne, NJ 07002

Honorable Rev. H. Gene Sykes
28 West 20th Street
Bayonne, NJ 07002

Honorable Timothy J. Moriarty
88 West 31st Street
Bayonne, NJ 07002

Honorable Edward Kaczka
10 LaTourette Place
Bayonne, NJ 07002

Honorable Louis Pacyna
41 East 31st Street
Bayonne, NJ 07002

Kathleen A. Walrod, Esq.
700 Plaza Drive Suite 212
Secaucus, NJ 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 Director went over the Secretary's Report and reviewed all the Resolutions that were on the agenda for the Regular Meeting to be held on Tuesday, December 8, 2015.

The meeting convened at 12:00 Noon.

The Regular Meeting of the Housing Authority of the City of Bayonne will be held on **Tuesday, December 8, 2015 at 1:00 P.M.** in the Thomas Wojslawowicz Room located at 549 Avenue A, Bayonne, N.J. 07002.

Chairman Nolfo called the roll and the following were present:

Chairman Nolfo, Commissioners Kaczka, Pacyna. Also in attendance were Kathleen A. Walrod, Esq., and Ava Mitchell, Assistant Director.
Absent: Vice Chairman Sykes, Commissioners Karczewski, Moriarty(pending).

Chairman moved to dispense with the reading of the minutes of the previous meeting. Full Agenda Meeting of November 10, 2015 in view of the fact that each Commissioner received a copy of these minutes.

Members of the Board:

A Resolution appointing **Brown and Brown Metro, Inc. as Risk Management Consultants** with the Authority's membership in the NJ Public Housing Authority Joint Insurance Fund for the year 2016 is being prepared for your consideration.

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A Resolution authorizing John Mahon as the Fund Commissioner for the NJ Public Housing Authority Joint Insurance Fund for the year 2016 is being prepared for your consideration.

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A Resolution adopting the Community Service Policy.

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A Resolution authorizing amendments to the Dwelling Lease for BHA residents to comply with certain NJ Superior Court rulings.

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A Resolution to assign promotions.

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A declaring the property located at 19 East 19th Street to be obsolete and to be used to fulfill any requirements for such a declaration in a Demolition Disposition application with HUD.

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A Resolution the Executive Director is directed and authorized to conduct final negotiations and execute a contract with Brilliant Environmental Services LLC for an Environmental Site Assessment.

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A Resolution to hire Tre Venable as a Laborer.

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A Resolution approving the Claims List.

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Respectfully submitted,
John T. Mahon
Executive Director

The following Resolution was introduced by Chairman Nolfo read in full and considered:
(6269) 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, (except resolutions numbered _____) 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 1-9 are hereby adopted, effective immediately, based upon the single vote of the Commissioners.

CARRIED.

AYES: Chairman Nolfo, Commissioners Kaczka, Pacyna.

NAYS: None.

The following Resolution was introduced by Chairman Nolfo read in full and considered:
(6270) WHEREAS, by Resolution **No. 5154**, adopted September 14, 2004, the Housing Authority of the City of Bayonne (the “Authority”) determined to become a member of the New Jersey Public Housing Authority Joint Insurance Fund (the “Fund”), and
WHEREAS, the Authority is permitted to appoint a Risk Management consultant (the “Consultant”) to assist the Authority in activities related to the Fund, with compensation for the consultant to be paid by the Fund, now therefore be it
RESOLVED, that **Brown and Brown Metro, Inc.**, doing business as Risk and Insurance Consulting Services, be reappointed as Risk Manager with respect to the Authority’s membership in the Fund, for the year commencing January 1, 2015 and be it further
RESOLVED that the form of Agreement with the consultant (the “Agreement”), as presented to this meeting of the Board of Commissioners of the Authority and reviewed by them, be approved and executed by the appropriate Officers of the Authority, and be it further

RESOLVED that, in accordance with the New Jersey Local Public Law Contracts Law, N.J.S.A. 40A:11 et seq., the hiring of the Consultant to provide the services contemplated in the Agreement, including the nature, service, duration and amount of the contract and a statement that the contract and the hiring resolution are available for public inspection shall be published as a legal notice once in a newspaper authorized by law to publish such notices.

CARRIED.

AYES: Chairman Nolfo, Commissioners Kaczka, Pacyna.

NAYS: None

The following Resolution was introduced by Chairman Nolfo read in full and considered:

(6271) WHEREAS, the Bayonne Housing Authority is a member of the New Jersey Public Housing Authority Joint Insurance Fund; and

WHEREAS, the bylaws of said Fund requires that each member Housing Authority/Non-Profit appoint a Fund Commissioner to represent and serve the Authority/Non-Profit as its representative to said Fund; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Bayonne Housing Authority does hereby appoint John Mahon as its Fund Commissioner and Ludovico Nolfo as its Alternate Fund Commissioner to the New Jersey Public Housing Authority Joint Insurance Fund for Fund year **2016**.

CARRIED.

AYES: Chairman Nolfo, Commissioners Kaczka, Pacyna.

NAYS: None

The following Resolution was introduced by Chairman Nolfo read in full and considered:

(6272) WHEREAS, the Bayonne Housing Authority has been required to implement the provisions of any and all laws of the Federal Government as it relates to the business of the Authority and

WHEREAS, by law, certain residents of the Authority are required to perform eight hours of community service per month, and

WHEREAS, the Authority is required by law to implement a policy concerning community service requirements and

WHEREAS, the Authority must follow certain procedures to comply with the community service requirements and implement any associated policy and

WHEREAS, the attached community service policy will need to be distributed to all residents and allow for a thirty day comment period before final adoption and implementation,

NOW THEREFORE BE IT RESOLVED, that the community service policy be approved by the Board of Commissioners and

BE IT FURTHER RESOLVED, that the required procedure for the adoption of policies be followed.

CARRIED.

AYES: Chairman Nolfo, Commissioners Kaczka, Pacyna.

NAYS: None

The following Resolution was introduced by Chairman Nolfo read in full and considered:

(6273) WHEREAS from time to time the Bayonne Housing Authority is required to modify and amend certain policies, procedures, and forms and

WHEREAS, included in amendments is the dwelling lease for residents of the Bayonne Housing Authority and

WHEREAS, it has been advised by BHA counsel that the Dwelling Lease for BHA residents needs to be amended to comply with certain NJ Superior Court rulings and

WHEREAS, a right of re-entry clause needs to be specifically enumerated in the lease provisions to be enforceable and

NOW THEREFORE BE IT RESOLVED, that the recommended language be added to the dwelling lease and

BE IT FURTHER RESOLVED, that the regular required course of action be followed to enact an amendment to the BHA Dwelling Lease.

CARRIED.

AYES: Chairman Nolfo, Commissioners Kaczka, Pacyna.

NAYS: None

The following Resolution was introduced by Chairman Nolfo read in full and considered:

(6274) WHEREAS, the Housing Authority of the City of Bayonne has the responsibility to manage personnel that provide services to the Authority's tenants and

WHEREAS, participating in the NJ Civil Service Program, the BHA has the ability to assign workers to specific work action within the given job title structure and

WHEREAS, the Authority's senior staff has reviewed staffing and determined that the following promotions are deserved and appropriate and

WHEREAS, the Authority's Personnel Committee reviewed the suggested promotions and approved of proposed actions

NOW THEREFORE BE IT RESOLVED, that the following promotions be made within the regulations of NJ Civil Service:

LABORER TO MAINTENANCE WORKER

Seth Chisolm

Aaron Free

Marc Hansen

John Johnsen

Alex Kucinski

James Liardi

Kevin Magda

Robert Regan

Phillip Sanzone
Matthew Semanik
Thomas Sicco

REPAIRER TO SR. REPAIRER

Fahrid Elshafie
Richard LaVilla

CARRIED.

AYES: Chairman Nolfo, Commissioners Kaczka, Pacyna.

NAYS: None

The following Resolution was introduced by Chairman Nolfo read in full and considered:

(6275) WHEREAS, the Housing Authority of the City of Bayonne had previously determined that the Authority property at 19 East 19th Street was no longer viable to the public housing program due to age and the condition of the building and it would be cost prohibitive to bring the property up to the standards desired by the Authority and

WHEREAS, through an RFP process has agreed to sell the property at 19 East 19th Street after it was named as part of a Redevelopment Area and

WHEREAS, as a result of the property at 19 East 19th Street being obsolete for the purposes of the public housing program, the Authority wishes to submit a Demolition/Disposition to HUD to remove the property from the Public Housing program and

WHEREAS, part of the process for the application process is to declare the property at 19 East 19th Street obsolete and

WHEREAS, the Authority declared the property obsolete by actions taken in relation to the property at 19 East 19th Street

NOW THEREFORE BE IT RESOLVED, that the Housing Authority of the City of Bayonne hereby ratifies previous actions to declare the property at 19 East 19th Street to be obsolete and

BE IT FURTHER RESOLVED, that this ratification of the declaration of the property located at 19 East 19th Street to be obsolete be used to fulfill any requirements for such a declaration in a Demolition Disposition application with HUD.

CARRIED.

AYES: Chairman Nolfo, Commissioners Kaczka, Pacyna.

NAYS: None

The following Resolution was introduced by Chairman Nolfo read in full and considered:

(6276) WHEREAS, the Housing Authority of the City of Bayonne had previously determined that the Authority property at 19 East 19th Street was no longer viable to the public housing program due to age and the condition of the building and it

would be cost prohibitive to bring the property up to the standards desired by the Authority and

WHEREAS, through an RFP process has agreed to sell the property at 19 East 19th Street after it was named as part of a Redevelopment Area and

WHEREAS, as part of the process of selling the property, a “Phase 1” Environmental Site Assessment needs to be conducted and

WHEREAS, Brilliant Environmental Services LLC has submitted a proposal to conduct such an assessment for the sum of \$3,200

NOW THEREFORE BE IT RESOLVED, that the Executive Director is directed and authorized to conduct final negotiations and execute a contract in the sum of \$3,200 if any and all conditions are satisfactorily met and

BE IT FURTHER RESOLVED, that the Executive Director is further authorized to negotiate with other vendors for such services if all conditions are not met satisfactorily by Brilliant Environmental Services LLC.

CARRIED.

AYES: Chairman Nolfo, Commissioners Kaczka, Pacyna.

NAYS: None

The following Resolution was introduced by Chairman Nolfo read in full and considered:

(6277) WHEREAS, the Housing Authority of the City of Bayonne is required to provide maintenance services to tenants and

WHEREAS, the Board of the Housing Authority of the City of Bayonne has determined that a maintenance position is necessary,

NOW THEREFORE BE IT RESOLVED, that Tre Venable be appointed to the position of Laborer at a salary of **\$26,328**.

CARRIED.

AYES: Chairman Nolfo, Commissioners Kaczka, Pacyna.

NAYS: None

The following Resolution was introduced by Chairman Nolfo read in full and considered:

(6278) 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’s 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.

CARRIED.

AYES: Chairman Nolfo, Commissioners Kaczka, Pacyna.

NAYS: None

Executive Director, John Mahon: The meeting is now open to the public. Kindly state your name and address for the record.

A vote was held to go into close session but leave the meeting open for voting purposes only.

CARRIED.

AYES: Chairman Nolfo, Commissioners Kaczka, Pacyna.

NAYS: None

The meeting was then adjourned at 1:05 p.m.