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Housing Authority of Bergen County  
One Bergen County Plaza  
Hackensack, New Jersey

**MINUTES OF ZOOM VIRTUAL MEETING OF DECEMBER 19, 2023**

THESE MINUTES ARE NOT VERBATIM BUT ARE INSTEAD A SYNOPSIS OF WHAT TRANSPIRED AT THE REGULAR MEETING OF DECEMBER 19, 2023 – A ZOOM VIRUTAL MEETING OF THE HOUSING AUTHORITY OF BERGEN COUNTY BOARD OF COMMISSIONERS

PRESENT:

Chairman Daniel Ortega	Lynn Bartlett, Executive Director
Commissioner Peter Caminiti, Sr.	Vincent Bufis, Director of Operations
Commissioner Joanne English Rollieson	Al Restaino, Finance Director
Commissioner Harvey Sohmer	Terrence Corriston, General Counsel
	Joe D’Angelo, Information Systems Specialist
	Heather Wei, Commissioners Support

ABSENT:  
Commissioner Son Ki “Andy” Min  
Commissioner Danielle Peterson

**CALL TO ORDER**

The meeting was called to order at 5:34pm. Executive Director, Lynn Bartlett, read the following statement:

Consistent with the Byron M. Baer Open Public Meetings Act: P.L.1975c231 - All meetings of public bodies shall be open to the public at all times. Notice of the virtual meeting schedule of the HABC Board of Commissioners setting forth the date, time and hyperlink information was posted by The Record on January 17, 2023. The same notice was posted on the Authority website and provided to the County Clerk for posting at the County Administration Building on January 17, 2023. The minutes of this regular meeting will be available following the next regularly scheduled meeting.

**PLEDGE OF ALLEGIANCE**

Director Bartlett led all in the pledge of allegiance.

**ROLL CALL**

Upon roll call Commissioners Min and Peterson were absent.

**MINUTES**

Director Bartlett asked for a motion to approve the regular meeting minutes of the November 21, 2023, meeting of the HABC Board of Commissioners. A motion was made by Commissioner Caminiti, Sr. and seconded by Chairman English Rollieson upon roll call the motion carried unanimously by all Commissioners present.

VOTE:

Caminiti, Sr. – YES  
English-Rollieson - YES  
Min – ABSENT  
Ortega – YES  
Peterson – ABSENT  
Sohmer – YES

**EXECUTIVE DIRECTOR REPORT**

Director Bartlett pointed out that she had previously circulated the report. As there were no comments or questions, nothing further was added or discussed.

**ATTORNEY REPORT**

Terrence Corriston stated he did not have any updates this month.

**PUBLIC COMMENTS**

As there were no members of the public in attendance, a motion to open the meeting to the public was not necessary.

**CONSENT AGENDA**

Director Bartlett asked for a motion to approve the Consent Agenda. Motion was made by Commissioner Caminiti, Sr. and seconded by Commissioner Sohmer.

- A. **Resolution 2023-63**  
Resolution approving the routine expenditures for the HABC for the period of 11/12/23-12/14/23.
- B. **Resolution 2023-64**  
Resolution adopting the 2024 Board of Commissioners meeting dates.
- C. **Resolution 2023-65**  
Resolution adopting the 2024 Holiday schedule.
- D. **Resolution 2023-66**  
Resolution appointing the 2024 Fund Commissioner to represent the Authority in the NJ Public Housing Joint Insurance Fund.
- E. **Resolution 2023-67**  
Resolution adopting the FYB 2024 PHA Annual Plan and MTW Supplement Plan for submission to the US Department of Housing and Urban Development for approval.
- F. **Resolution 2023-68**  
Resolution approving a contract with Christ Church Community Development Corporation for the purpose of providing management and oversight of the temporary shelter at Bergen County Housing Health and Human Services Center.
- G. **Resolution 2023-69**  
Resolution amending existing agreement with the County by accepting additional funds through CDBG for the purpose of managing the Bergen County Housing Health and Human Services Center.

**H. Resolution 2023-70**

Resolution approving a contract with Freedom Bank for banking services.

**I. Resolution 2023-71**

Resolution approving a contract with Caravella Demolition for change order in connection with the demolition of 155 Hudson Street, Hackensack.

**J. Resolution 2023-72**

Resolution approving a contract with Nan McKay and Associates for Housing Quality Standards Inspection Services.

**K. Resolution 2023-73**

Resolution approving a contract with Clarke, Caton, Hintz for professional architecture and engineering services for elevator modernization at Carucci Apartments, Lyndhurst.

**VOTE:**

Caminiti, Sr. – YES

English-Rollieson - YES

Min – ABSENT

Ortega – YES

Peterson – ABSENT

Sohmer – YES

Seeing no further business to discuss Commissioner English Rollieson motioned and Commissioner Caminiti, Sr. seconded to adjourn the meeting at 5:38 pm which was unanimously approved by all Commissioners present.

Prepared by: Heather Wei