



---

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

**MINUTES OF ZOOM VIRTUAL MEETING OF MARCH 28, 2024**

THESE MINUTES ARE NOT VERBATIM BUT ARE INSTEAD A SYNOPSIS OF WHAT TRANSPIRED AT THE REGULAR MEETING OF MARCH 28, 2024 – A ZOOM VIRTUAL MEETING OF THE HOUSING AUTHORITY OF BERGEN COUNTY BOARD OF COMMISSIONERS.

PRESENT:

Commissioner Peter Caminiti, Sr.	Lynn Bartlett, Executive Director
Chairman Daniel Ortega	Michele Dilorgi, Deputy Director
Commissioner Son Ki Andy Min	Vincent Bufis, Director of Operations
Commissioner Danielle Peterson	Al Restaino, Finance Director
Commissioner Harvey Sohmer	Shahin Rahvar, Director of Vouchers
	Terrence Corriston, General Counsel
	Joe D'Angelo, IT Support
	Heather Wei, Commissioners Support

ABSENT:  
Commissioner Joanne English Rollieson

**CALL TO ORDER**

The meeting was called to order at 5:32PM. 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 9, 2024. 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, 2024. The minutes of this regular meeting will be available following the next regularly scheduled meeting.

**PLEDGE OF ALLEGIANCE**

Chairman Ortega led all in the pledge of allegiance.

**ROLL CALL**

Upon roll call Commissioner English Rollieson was absent.

**MINUTES**

Director Bartlett asked for a motion to approve the regular meeting minutes of the January 25, 2024 meeting of the HABC Board of Commissioners. A motion was made by Commissioner Ortega and seconded by Commissioner Peterson. Upon roll call, the motion was carried unanimously by all Commissioners present.

VOTE:

Caminiti, Sr. – YES

English-Rollieson - ABSENT

Min – YES

Ortega – YES

Peterson – YES

Sohmer – YES

**EXECUTIVE SESSSION**

A motion to enter executive session to discuss a possible real estate acquisition was made at 5:35PM by Commissioner Caminiti, Sr. and seconded by Chairman Ortega.

VOTE:           AYES:           All Present Commissioners (5)  
                  ABSENT:       Commissioner English Rollieson

A motion to re-open to the public was made at 6:03PM by Commissioner Caminiti, Sr. and seconded by Commissioner Peterson.

VOTE:           AYES:           All Present Commissioners (5)  
                  ABSENT:       Commissioner English Rollieson

**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 reported that tenant issues and personnel issues are still being addressed but nothing further to report on.

**CONSENT AGENDA**

Chairman Ortega asked for a motion to approve the consent. Motion was made by Commissioner Hernandez and seconded by Commissioner Caminiti, Sr.

**A. Resolution 2024-11**

Resolution approving the routine expenditures for the HABC for the period of 01/20/24 - 02/14/24 nunc pro tunc.

**B. Resolution 2024-12**

Resolution approving the routine expenditures for the HABC for the period of 02/15/24 - 03/20/24.

**C. Resolution 2024-13**

Resolution approving an agreement with the Educational Services Commission of Morris County to participate in the Educational Cooperative Pricing System.

**D. Resolution 2024-14**

Resolution approving a contract with Luxury Floors, Inc. for carpeting and flooring installation services on an as needed basis.

**E. Resolution 2024-15**

Resolution approving a contract with Better Image Landscapes, Inc and Raymond Brothers Landscaping for grounds maintenance and landscaping at properties owned by the HABC.

**F. Resolution 2024-16**

Resolution adopting the annual budget and capital budget for the HABC for FY 2024-2025.

**G. Resolution 2024-17**

Resolution approving amendments to the Personnel Policy Manual for the employees of the HABC.

**H. Resolution 2024-18**

Resolution entering into an MOU with Christ Church for the transfer of physical and electronic BCHH guest files.

**I. Resolution 2024-19**

Resolution approving a contract with Novogradac and Company LLC for audit services of all programs and properties for year ending March 31, 2024.

**J. Resolution 2024-20**

Resolution approving updates to the Housing Choice Voucher Administrative Plan.

**VOTE:**

Caminiti, Sr. – YES

English-Rollieson - ABSENT

Hernandez – YES

Ortega – YES

Peterson – YES

Sohmer – YES

**PUBLIC COMMENTS**

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

Seeing no further business to discuss Commissioner Sohmer motioned and Commissioner Ortega seconded to adjourn the meeting at 6:06PM which was unanimously approved by all Commissioners present.

Prepared by: Heather Wei