

***HOUSING AUTHORITY OF BERGEN COUNTY
25 ROCKWOOD PLACE, SUITE 205
ENGLEWOOD, NEW JERSEY***

MINUTES OF THE MEETING OF SEPTEMBER 21, 2010

THESE MINUTES ARE NOT VERBATIM BUT ARE INSTEAD A CONDENSED VERSION OF WHAT TRANSPIRED AT THE REGULAR MEETING OF SEPTEMBER 21, 2010.

PRESENT: Commissioner Joseph Rutch, Chairman
Commissioner Junior Hernandez, Treasurer
Commissioner Daniel Ortega
Commissioner James Rotundo
Terrence Corriston, Esq., Counsel
Domingo Senande Deputy Director
Stephanie Sutera, Director of Transition
Lynn Bartlett, Director of Housing & Development
Julia Orlando, Director, BC Housing, Health & Human Services Center
James Giel, Field Supervisor (South Zone)
Richard Goddin (North Zone)
Joyce Kashwick, Comptroller
Esther Gatria, Executive Assistant
Carmen Medina, Receptionist

ABSENT: Commissioner Shirley Finn
Commissioner Kay Nest, Vice Chairman
Commissioner Rudman
David F. Sivella, Executive Director

NOTICE OF MEETING

Mr. Senande 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 regular meeting was provided to The Record and the Jersey Journal on January 8, 2010, and was provided to the County Clerk for posting at the County Administration Building, at which time the date, time and place were set forth. The minutes of the regular meeting will be available following the next regularly scheduled meeting.

Chairman Rutch called the meeting to order at 5:21p.m.

APPROVAL OF MINUTES

On motion by Commissioner Hernandez, seconded by Commissioner Ortega, the minutes of the meeting of July 20, 2010, were approved.

VOTE: AYES: All Present Commissioners (4)
 ABSENT: Commissioners Finn, Nest and Rudman (3)

Motion to open the floor to Julia Orlando for a report on the Bergen County Housing, Health and Human Services Center by Commissioner Rotundo, seconded by Commissioner Ortega.

VOTE: AYES: All Present Commissioners (4)
 ABSENT: Commissioners Finn, Nest and Rudman (3)

Ms. Orlando reported on the following subjects:

Homelessness Awareness Day: that the Bergen County Housing, Health and Human Services Center (The Center) had an event for Homelessness Awareness Day (September 16). She stated the event had good press coverage (News 12, The Record, The Herald). She has been receiving emails and phone calls from individuals and institutions volunteering to help. She added that Mr. Rotundo made the closing remarks for the event. She also stated that Diane Johnson (HUD Newark Office Director) spoke very highly about the work being done at The Center.

Ms. Orlando also reported that The Center is becoming a model for homeless prevention and has received visitors from 5 other counties. Morris County is scheduled to visit in November. She also added that she is scheduled to speak before a youth group that does outreach for the homeless.

Statistics/Outreach to Women: Ms. Orlando shared the following information from the Pit Survey with the Board: The Center is taking care of 70% of the chronic (homeless) individuals in the county. She explained that chronic homelessness is defined as anyone who has been homeless for a year or more or has had four episodes of homelessness within the past 3 years. In NJ 6.7% of homeless persons work; in Bergen County 16.5% of the homeless population works. She also added that there is a need to help women and The Center has actually experienced a surge in this area and currently is helping more women than men. As a result, The Center and Christ Church are seeking a grant with Women United Philanthropy, for a navigator just to work with women, who is sensitive to the unique needs and trauma many of the woman have endured. Mr. Orlando also reported that 10% of the homeless in the State are veterans; in Bergen County 16.7% of the homeless

are veterans. Ms. Orlando also stated that The Center has housed 107 people; the HPRP program prevented 90 people/families from becoming homeless and re-housed 15. Ms. Orlando also stated that The Center is starting to see younger people in their 30s, where in the past it was mainly people on their 50s. She added that these younger homeless are not people that have disabilities or as much substance abuse, they are homeless due to the economy. Chairman Rutch asked if there were any veterans from the recent conflict in the Middle East, and Ms. Orlando replied that up to this point The Center had not seen any recent veterans. Chairman Rutch then inquired if The Center has experienced any recidivism with the people it has housed. Ms. Orlando replied that there had not been any incidence of recidivism. She did add that some do return for meals, but no one has returned to homelessness.

Neighborhood Outreach Initiative: Ms. Orlando reported that she has been working on a neighborhood outreach initiative. She stated that when The Center opened, local businesses were happy. However, these business owners still feel that there are too many people loitering on Main Street, especially by the library. In response to these concerns, Ms. Orlando formed a group that meets regularly which includes the Hackensack Police Department, the Upper Main Alliance, the YMCA, On Our Own and the Path Team from CBH Care. Ms. Orlando reported she was invited to meeting of the 1st Ward Neighborhood Block Watch. She added that this area has a lot of issues with gang related violence and juvenile delinquency. Because The Center is located in this Ward, it has become the focal point of the community's grievances and she is now working with this group to help ameliorate their concerns. She added that The Center did a study and found that many business owners were feeding the homeless which made them return to the area. The Center is working on a program to work with the local businesses to intervene and help the neighborhood and the homeless individuals.

EXECUTIVE DIRECTOR'S REPORT

Deputy Director Domingo Senande, sitting in for Mr. David Sivella, reported on the following subjects:

Ramapo Brae Learning Center: Mr. Senande informed the Board that the Ramapo Brae Learning Center (The Learning Center) was inaugurated and that Esther Gatria has been charged with getting the after school program up and running. At this point he asked Ms. Gatria to report on the progress. Ms. Gatria reported the Learning Center first day was on Monday, September 13. She added that the community response has been positive, approximately serving 15 – 20 children, mainly between the ages of 8 – 13. She added that the Mentors at the Center are part of the Ramapo College Co-Op program and that for this semester there were 3 students. These Mentors are there to help the students with homework and projects and lead them in any activities.

Lehmann Gardens: Mr. Senande reported that the Community Resource Board of

Southern Bergen County approved to rename the Park Ridge property from Woodland Gardens to Lehmann Gardens. He added that there was a renaming ceremony and bbq, which was successful. The event was attended by family members of the late Tom Lehmann and his best friend and all appreciated the event.

Development: Mr. Senande asked Ms. Lynn Bartlett for a report on Developments. Ms. Bartlett reported that the Borough of River Vale has committed \$15,000 and the Developer's Agreement has been executed. In reference to Northvale, she stated that the demolition has gone out to bid. Mr. Senande added that the demolition will probably be scheduled within the next 30 days. In reference to South Hackensack, Ms. Bartlett reported that the units were in the process of being leased up; four tenants have signed leases and two have already moved in. Three of the COAH applicants have refused the units, so the lottery process will restart. Ms. Bartlett added that the Developer's Agreement with Demarest has been executed.

Building Projects/Renovations: Mr. Senande asked Rich Goddin to report on the projects at the buildings. Mr. Goddin reported that the roof replacement project in East Rutherford was moving along, the kitchen replacements in Dumont were physically completed, the electrical panel projects at Palisades Park East Rutherford and Park Ridge are on track. In addition, the field staff is starting to prepare for the winter and the anticipated REAC inspections in the spring of next year.

Voucher Update/HPRP/Vacancies: Mr. Senande asked Stephanie Sutura to report on the vouchers, including HPRP. Mr. Sutura reported that the voucher lease-up was at 96% and she anticipates to have another 200 issued by the end of the year. The reserves are projected to be at \$3.6million. The HPRP program has helped over 90 people. She added that the HABC was awarded \$2.5 million of ARRA monies for the HPRP program and so far about three quarters of a million has been used. Ms. Sutura reported that there were currently 19 vacancies, mainly in Senior/Public Housing. She added that a different approach to filling the vacancies was used, by having a staff member meet with the applicants in groups of forty. She added that by using this approach, it enabled the HABC to reduce its vacancies from 34 to 19.

Ridgecrest Management Agreement: Mr. Senande reported that the HABC has a Management Agreement with Ridgecrest since the building was first opened. This Agreement was never renegotiated. Therefore, Mr. Senande requested authorization to renegotiate the agreement, with the Board having ultimate approval on the contract. Mr. Senande clarified that the rate has been renegotiated in the past, but not the agreement. There were no objections to Mr. Senande renegotiating the agreement.

Website: Mr. Senande reported that Ms. Gatria and Mr. RJ Clemor were assigned to the HABC website project.

ATTORNEY'S REPORT

Mr. Corrison reported that there were a few routine notices to cease or to quit, and there was nothing out of the ordinary to report.

PUBLIC COMMENTS

A motion to open the meeting to the public was made by Commissioner Ortega and seconded by Commissioner Rotundo.

VOTE: AYES: All Present Commissioners (4)
 ABSENT: Commissioners Finn, Nest and Rudman (3)

There were no public comments.

CONSENT AGENDA

A motion to approve the consent agenda as amended was made by Commissioner Rotundo and seconded by Commissioner Ortega.

VOTE: AYES: All Present Commissioners (4)
 ABSENT: Commissioners Finn, Nest and Rudman (3)

- A. **Resolution 2010-86**
Resolution ratifying the list of bills for the HABC for the period of 07/15/2010 – 09/15/2010.
- B. **Resolution 2010-87**
Resolution ratifying the list of bills for the HDC for the period of 07/15/2010 – 09/15/2010.
- C. **Resolution 2010-88**
Resolution issuing 40 Project Based Vouchers to Lyndhurst Residential Communities, LLC.
- D. **Resolution 2010-89**
Resolution authorizing the Executive Director and/or Chairman to execute a contract with Elevator Maintenance Corporation for service at Grove Gardens.
- E. **Resolution 2010-90**
Resolution authorizing the Executive Director and/or Chairman to execute a contract with D'Onofrio & Son Inc., for landscaping and grounds maintenance at Carucci Apts.
- F. **Resolution 2010-91**
Resolution authorizing change orders 1 and 2 for additional work at

the David F. Roche Apts., kitchen renovation project.

G. Resolution 2010-92

Resolution authorizing credit change order 3 for the David F. Roche Apts., kitchen renovation project.

H. Resolution 2010-93

Resolution authorizing change order 1 to supply and install the correct ranges at Mahwah Public Housing.

I. Resolution 2010-94

Resolution authorizing change orders 1, 2, 3 and 4 for the fire sprinkler installation project at Boiling Springs Gardens.

J. Resolution 2010-95

Resolution authorizing the Chairman and/or Executive Director to execute a contract with Arcari & Iovino for water infiltration and brick repointing at four locations.

K. Resolution 2010-96

Resolution certifying the annual audit report.

L. Resolution 2010-97

Resolution authorizing an incentive to employees eligible for coverage under the State Health Benefits Plan to waive coverage.

M. Resolution 2010-98

Resolution authorizing the execution of a contract with Pritchard Industries for window washing services at fourteen locations.

Commissioner Rotundo moved that the meeting go into a closed session to discuss a potential real estate acquisition. Commissioner Ortega seconded the motion.

VOTE: AYES: All Present Commissioners (4)
 ABSENT: Commissioners Finn, Nest and Rudman (3)

Commissioner Rotundo moved the Board come out of closed session and back into public session. Commissioner Ortega seconded the motion.

VOTE: AYES: All Present Commissioners (4)
 ABSENT: Commissioners Finn, Nest and Rudman (3)

Commissioner Rotundo moved to adopt a Resolution based on the agreement reached during the closed session.

VOTE: AYES: All Present Commissioners (4)
 ABSENT: Commissioners Finn, Nest and Rudman (3)

N. Resolution 2010-99

To acquire real estate and any permits, endorsing resolutions, etc. that might be needed for the acquisition to proceed.

Commissioner Rotundo moved that the meeting be adjourned. Commissioner Ortega seconded the motion.

VOTE: AYES: All Present Commissioners (4)
 ABSENT: Commissioners Finn, Nest and Rudman (3)

Meeting adjourned at 6:39 p.m.

Minutes prepared by: Esther Gatria