



# Housing Authority of the City of Perth Amboy

881 AMBOY AVENUE, P.O. BOX 390, PERTH AMBOY, NJ 08862

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EDNA DOROTHY CARTY-DANIEL, Chairperson  
DAVID BENYOLA, Vice-Chairman  
REVEREND GREGORY PABON  
MIGUEL A. AROCHO  
SHIRLEY JONES  
PASTOR BERNADETTE FALCON-LOPEZ  
JOHN C. ANAGNOSTIS

DOUGLAS G. DZEMA, P.H.M.  
Executive Director

EDWARD TESTINO  
Counsel

**THE MINUTES OF THE REGULAR MONTHLY MEETING  
OF  
THE BOARD OF COMMISSIONERS  
OF  
THE HOUSING AUTHORITY OF THE CITY OF PERTH AMBOY**

**Tuesday, April 16, 2019  
12:30 p.m.**

The Board of Commissioners of the Housing Authority of the City of Perth Amboy met for the Regular Monthly meeting on Tuesday, April 16, 2019 at the Dunlap Homes complex, main Administrative Office, conference room located at 881 Amboy Avenue, Perth Amboy, New Jersey 08861.

<Moment of Silence.>

<Pledge of Allegiance.>

The meeting was called to order by Chairperson Carty-Daniel and statement read as to proper notification of the meeting given in accordance with the Open Public Meeting Act Law as follows:

“Adequate Notice has been made as to the time, place, and date of the meeting and as to the nature of business to be discussed being the general business of the Authority.”

Upon roll call, those present and absent were as follows:

Present:	Chairperson	Edna Dorothy Carty-Daniel
	Vice-Chairman	David Benyola
	Commissioner	Miguel A. Arocho
	Commissioner	Gregory Pabon
	Commissioner	Pastor Bernadette Falcon-Lopez
	Commissioner	Shirley Jones
	Commissioner	John C. Anagnostis

The Chairperson declared said quorum present.

On the motion of Commissioner Falcon-Lopez, which motion was seconded by Commissioner Arocho, the Board concurred to approve the Minutes of the Regular Board Meeting of March 19, 2019, as presented. Upon roll call, the following vote was carried:

VOTE:

Board Member	Yes	No	Abstain	Absent
Chairperson Edna Dorothy Carty-Daniel	X			
Vice Chairperson David Benyola	X			
Commissioner Reverend Gregory Pabon	X			
Commissioner Miguel A. Arocho	X			
Commissioner Shirley Jones	X			
Commissioner Pastor Bernadette Falcon-Lopez	X			
Commissioner John C. Anagnostis	X			

Reports of Committee – None reported.

No Public Discussion of Agenda Topics.

Resolutions:

The following resolution was introduced by Commissioner Arocho, read in full and considered:

**RESOLUTION NUMBER: 3317-19**

**RESOLUTION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO SUBMIT A RAD APPLICATION TO CONVERT THE PUBLIC HOUSING UNITS AT THE PARKVIEW AND WILLOW POND TO PROJECT BASED RENTAL ASSISTANCE**

**WHEREAS**, the Housing Authority of the City of Perth Amboy has 60 units remaining in its public housing portfolio (31 ACC units at the Parkview and 29 ACC units at Willow Pond); and

**WHEREAS**, the US Department of HUD allows public housing units in a mixed finance project to convert to the Rental Assistance Demonstration Program “RAD”; and

**WHEREAS**, the Housing Authority administration has reviewed the financial impact of the conversion and found that rents would increase and add an additional \$65,000 in revenues annually to help support the developments; and

**WHEREAS**, the Authority would choose to convert the units under the project based voucher program and would benefit from the administrative fees generated each year in the amount of approximately \$60,000; and

**WHEREAS**, all fees and costs associated with the conversion would be paid from capital funds remaining from 2018 and 2019; and

**WHEREAS**, the RAD program allows greater flexibility for both the developer and the Housing Authority and conversion would be in the best interest of all parties;

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Commissioners of the Housing Authority of the City of Perth Amboy the following:

- 1) Approval of the conversion of 60 ACC units (31 units at the Parkview and 29 units at Willow Pond) to the Rental Assistance Demonstration Program.
- 2) Authorization for the Executive Director to submit an application to HUD to effectuate this action.

**MOVED/SECONDED:**

**Resolution moved by** \_\_\_\_\_ Vice-Chairman Benyola \_\_\_\_\_

**Resolution seconded by** \_\_\_ Commissioner Pabon \_\_\_\_\_

**VOTE:**

<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
<b>Chairperson Edna Dorothy Carty-Daniel</b>	<b>X</b>			
<b>Vice Chairperson David Benyola</b>	<b>X</b>			
<b>Commissioner Miguel A. Arocho</b>	<b>X</b>			
<b>Commissioner Shirley Jones</b>	<b>X</b>			
<b>Commissioner John C. Anagnostis</b>	<b>X</b>			
<b>Commissioner Reverend Gregory Pabon</b>	<b>X</b>			
<b>Commissioner Pastor Bernadette Falcon-Lopez</b>	<b>X</b>			

The Chairperson thereupon declared said resolution was adopted.

The following resolution was introduced by Vice-Chairman Benyola, read in full and considered:

**RESOLUTION NUMBER: 3318-19**

**RESOLUTION RATIFYING THE AWARD OF THE CONTRACT TO HOME STAT INSPECTIONS, INC. FOR THE RADON TESTING AT DUNLAP HOMES IN THE AMOUNT OF \$4,640.00**

**WHEREAS**, the Housing Authority of the City of Perth Amboy (the “Authority”) has a need to hire a qualified contractor to perform radon testing as required by the lender for RAD; and

**WHEREAS**, the Contract is to be awarded through a “fair and open process” pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

**WHEREAS**, the Authority solicited proposal through public advertisement for such services in the Home News Tribune on 3/2/19 and posted the same on the Authority’s website and received proposals until 3/26/19; and

**WHEREAS**, Home Stat Inspections, Inc. of South Amboy, New Jersey, having performed services for the Authority in the past, submitted the lowest responsive and responsible bid; and

**WHEREAS**, sufficient funds are available to pay for the required services.

**NOW THEREFORE BE IT RESOLVED** by the Board of the Authority as follows:

The Authority ratifies the award of the contract to Home Stat Inspections, Inc. for the required radon testing services at Dunlap Homes for the amount of \$4,640.00.

**MOVED/SECONDED:**

**Resolution moved by** \_\_\_\_\_ Commissioner Jones \_\_\_\_\_

**Resolution seconded by** \_\_\_ Commissioner Falcon-Lopez \_\_\_

**VOTE:**

<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
<b>Chairperson Edna Dorothy Carty-Daniel</b>	X			
<b>Vice Chairperson David Benyola</b>	X			
<b>Commissioner Miguel A. Arocho</b>	X			
<b>Commissioner Shirley Jones</b>	X			
<b>Commissioner John C. Anagnostis</b>	X			
<b>Commissioner Reverend Gregory Pabon</b>	X			
<b>Commissioner Pastor Bernadette Falcon-Lopez</b>	X			

The Chairperson thereupon declared said resolution was adopted.

The following resolution was introduced by Commissioner Falcon-Lopez, read in full and considered:

**RESOLUTION NUMBER: 3319-19**

**RESOLUTION AUTHORIZING THE RENEWAL OF THE CONTRACT  
FOR GENERAL CARPENTRY SERVICES  
WITH ADIRONDACK CONTRACTING, INC. THROUGH MAY 14, 2021**

**WHEREAS**, the Housing Authority of the City of Perth Amboy (the “Authority”) from time to time requires as needed general carpentry services at its public housing sites; and

**WHEREAS**, the Contract was awarded through a “fair and open process” pursuant to N.J.S.A. 19:44A-20.4 et seq. to Adirondack Contracting, Inc. (Adirondack) for a two-year period, renewable for one additional two-year period at the agreement of both parties; and

**WHEREAS**, Adirondack performed satisfactorily for the past two years and has proven to be a competent and reliable contractor; and

**WHEREAS**, sufficient funds are available from the Authority’s operating funds to pay for the required services;

**NOW THEREFORE BE IT RESOLVED** by the Board of the Authority as follows:

The Authority approves the renewal of the contract with Adirondack Contracting, Inc. for the as needed general carpentry services at the Authority’s various housing development sites at the rate of \$65.00/hr for Carpenter, \$45.00/hr for Painter and \$40.00/hr for Laborer through May 14, 2021.

**MOVED/SECONDED:**

**Resolution moved by** \_\_\_\_\_ Vice-Chairman Benyola \_\_\_\_\_

**Resolution seconded by** \_\_\_\_\_ Commissioner Arocho \_\_\_\_\_

**VOTE:**

<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
<b>Chairperson Edna Dorothy Carty-Daniel</b>	<b>X</b>			
<b>Vice Chairperson David Benyola</b>	<b>X</b>			
<b>Commissioner Miguel A. Arocho</b>	<b>X</b>			
<b>Commissioner Shirley Jones</b>	<b>X</b>			
<b>Commissioner Reverend Gregory Pabon</b>	<b>X</b>			
<b>Commissioner John C. Anagnostis</b>	<b>X</b>			
<b>Commissioner Pastor Bernadette Falcon-Lopez</b>	<b>X</b>			

The Chairperson declared said resolution was adopted.

The following resolution was introduced by Commissioner Arocho, read in full and considered:

**RESOLUTION NUMBER: 3320-19**

**RESOLUTION AWARDING THE CONTRACT TO  
SANTORINI CONSTRUCTION, INC. FOR THE SELECTIVE SIDEWALK AND CURB  
REPLACEMENTS AT DUNLAP HOMES IN THE AMOUNT OF \$5,500.00**

**WHEREAS**, the Housing Authority of the City of Perth Amboy (the “Authority”) has a need to hire a qualified contractor to replace selected areas of sidewalk and curbing at Dunlap Homes; and

**WHEREAS**, the Contract is to be awarded through a “fair and open process” pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

**WHEREAS**, the Authority solicited proposals through public advertisement for such services in the Home News Tribune on 3/2/19 and posted the same on the Authority’s website and received proposals until 3/26/19; and

**WHEREAS**, Santorini Construction of Neptune, New Jersey, having performed satisfactorily for the Authority in the past, submitted the lowest responsive and responsible proposal; and

**WHEREAS**, sufficient funds are available to pay for the required services.

**NOW THEREFORE BE IT RESOLVED** by the Board of the Authority as follows:

The Authority awards the contract to Santorini Construction, Inc. for the selective sidewalk and curbing replacements for \$5,500.00.

**MOVED/SECONDED:**

Resolution moved by \_\_\_\_\_ Vice-Chairman Benyola \_\_\_\_\_

Resolution seconded by \_\_\_\_\_ Commissioner Jones \_\_\_\_\_

**VOTE:**

<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
<b>Chairperson Edna Dorothy Carty-Daniel</b>	<b>X</b>			
<b>Vice Chairperson David Benyola</b>	<b>X</b>			
<b>Commissioner Miguel A. Arocho</b>	<b>X</b>			
<b>Commissioner Shirley Jones</b>	<b>X</b>			
<b>Commissioner John C. Anagnostis</b>	<b>X</b>			
<b>Commissioner Reverend Gregory Pabon</b>	<b>X</b>			
<b>Commissioner Pastor Bernadette Falcon-Lopez</b>	<b>X</b>			

The Chairperson thereupon declare said resolution was adopted.

The following resolution was introduced by Commissioner Arocho, read in full and considered:

**RESOLUTION NUMBER: 3321-19**

**RESOLUTION AWARDING THE CONTRACT TO M&N CONSTRUCTION SERVICES LLC FOR THE MASONRY REPAIRS AND SILL RESTORATION OF THE ROOF PENTHOUSE OF STACK APARTMENTS IN THE AMOUNT OF \$38,440.00**

**WHEREAS**, the Housing Authority of the City of Perth Amboy (the “Authority”) has a need to hire a qualified contractor to perform masonry repairs and sill restoration of the roof penthouse of Stack Apartments; and

**WHEREAS**, the Contract is to be awarded through a “fair and open process” pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

**WHEREAS**, the Authority solicited sealed bids through public advertisement for such services in the Home News Tribune on 3/23/19 and 3/27/19, posted the same on the Authority’s website and received proposals until 4/11/19; and

**WHEREAS**, M&N Construction Svcs LLC of Staten Island, New York, having performed satisfactorily for the Authority in the past, submitted the lowest responsive and responsible bid; and

**WHEREAS**, sufficient funds are available to pay for the required services.

**NOW THEREFORE BE IT RESOLVED** by the Board of the Authority as follows:

The Authority awards the contract to M&N Construction Svcs LLC for the masonry repairs and sill restoration for \$38,440.00.

**MOVED/SECONDED:**

**Resolution moved by** \_\_\_\_\_ Commissioner Jones \_\_\_\_\_

**Resolution seconded by** \_\_\_\_\_ Vice-Chairman Benyola \_\_\_\_\_

**VOTE:**

<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
<b>Chairperson Edna Dorothy Carty-Daniel</b>	<b>X</b>			
<b>Vice Chairperson David Benyola</b>	<b>X</b>			
<b>Commissioner Miguel A. Arocho</b>	<b>X</b>			
<b>Commissioner Shirley Jones</b>	<b>X</b>			
<b>Commissioner John C. Anagnostis</b>	<b>X</b>			
<b>Commissioner Reverend Gregory Pabon</b>	<b>X</b>			
<b>Commissioner Pastor Bernadette Falcon-Lopez</b>	<b>X</b>			

The Chairperson thereupon declared said resolution was adopted.

On the motion of Commissioner Arocho, which motion was seconded by Commissioner Jones, the Board concurred to approve the April 2019 Bill Lists and Communications, as presented. Upon roll call, the following vote was carried:

**VOTE:**

<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
<b>Chairperson Edna Dorothy Carty-Daniel</b>	<b>X</b>			
<b>Vice Chairperson David Benyola</b>	<b>X</b>			
<b>Commissioner Reverend Gregory Pabon</b>	<b>X</b>			
<b>Commissioner Miguel A. Arocho</b>	<b>X</b>			
<b>Commissioner Shirley Jones</b>	<b>X</b>			
<b>Commissioner Pastor Bernadette Falcon-Lopez</b>	<b>X</b>			
<b>Commissioner John C. Anagnostis</b>	<b>X</b>			

On the motion of Commissioner Arocho, which motion was seconded by Commissioner Falcon-Lopez, the Board concurred to approve the recommendation for the April 2019 PARTNER payment of expenses incurred through Dunlap RAD/ Hansen RAD/ Dunlap RAD-Construction/ and Hansen RAD-Construction, as presented. Upon roll call, the following vote was carried:

VOTE:

Board Member	Yes	No	Abstain	Absent
Chairperson Edna Dorothy Carty-Daniel	X			
Vice Chairperson David Benyola	X			
Commissioner Reverend Gregory Pabon	X			
Commissioner Miguel A. Arocho	X			
Commissioner Shirley Jones	X			
Commissioner Pastor Bernadette Falcon-Lopez	X			
Commissioner John C. Anagnostis	X			

Report on PARTNER

- Updated on 662 Cortlandt Street property. Fundraising efforts ongoing. Habitat Builds - Sayreville Old Bridge Rotary, Provident Bank, City Agencies and PHA have requested time.
- Update on Gateway Neighborhood Collaboration. Application time - June will be 4 years - Application due September/October.
- Update on Arts Council Mural.
  - o Closed on RAD conversion for Highlands HA - conversion to TRACS system with HUD.

PUBLIC SESSION

- No comment from the public.

UNFINISHED BUSINESS - None reported.

NEW BUSINESS - None reported.

REPORT OF THE ATTORNEY - None reported.

REPORT OF THE EXECUTIVE DIRECTOR

Douglas Dzema commented to the Board on the following:

- o Hiring and promotion of (3) staff member
- o Intention to hire (1) staff member - notice to be given
- o 2019 Financial Disclosure Filings
- o Keansburg Housing Authority Interlocal Agreement amended to include new RAD contract.
- o Capital Report
- o Retirement Party for Hilda Cardona and Al Thompson on May 31<sup>st</sup>, 2 pm at Mama Lena's (\$45/pp)

On the motion of Commissioner Arocho, which motion was seconded by Commissioner Anagnostis, the Board concurred to approve that the next Board Meeting and Annual Reorganization Meeting will be changed from May 23<sup>rd</sup> to May 16<sup>th</sup> at 5 pm, as presented. Upon roll call, the following vote was carried:



VOTE:

Board Member	Yes	No	Abstain	Absent
Chairperson Edna Dorothy Carty-Daniel	X			
Vice Chairperson David Benyola	X			
Commissioner Reverend Gregory Pabon	X			
Commissioner Miguel A. Arocho	X			
Commissioner Shirley Jones	X			
Commissioner Pastor Bernadette Falcon-Lopez	X			
Commissioner John C. Anagnostis	X			

REPORT OF THE CHAIRPERSON – None reported.

On the motion of Vice-Chairman Benyola, which motion was seconded by Commissioner Arocho, the Board concurred to adjourn the Board Meeting.

Respectfully submitted by,

*Douglas G. Dzema*

Douglas G. Dzema  
Executive Director/Secretary