



Housing Authority of the City of Perth Amboy

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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

Wednesday, July 18, 2018
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 Wednesday, July 18, 2018 at the Dunlap Homes complex, main Administrative office building, Conference Room 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	Gregory Pabon
	Commissioner	Shirley Jones
	Commissioner	John C. Anagnostis
Excused:	Commissioner	Miguel A. Arocho
	Commissioner	Pastor Bernadette Falcon-Lopez

The Chairperson declared said quorum present.

On the motion of Vice-Chairman Benyola, which motion was seconded by Commissioner Pabon, the Board concurred to approve the Minutes of the Regular Board Meeting of June 27, 2018, 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 Committees

Commissioner Jones commented that the Hansen Apartments renovations look beautiful and that the residents are overall happy.

<No Public Discussion of Agenda Topics.

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

RESOLUTION NO. 3285-18

TO AUTHORIZE AWARD OF CONTRACT FOR HVAC MAINTENANCE AND REPAIR SERVICES TO RAMAS CLIMATE AND REFRIGERATION FROM 7/1/18 - 6/30/20

WHEREAS, the Housing Authority of the City of Perth Amboy (the "Authority") requires heating, ventilation and air-conditioning (HVAC) maintenance and repair services at its public housing project sites in Perth Amboy, NJ; and

WHEREAS, the Contractor is to be awarded through a "fair and open process" pursuant to N.J.S.A. 1944-20-4 et seq.; and

WHEREAS, the Authority solicited proposals for a two-year service contract, renewable for two additional one-year periods or one additional two-year period, for such services through public advertisement in the Home News Tribune on 6/23/18 and posted the same on the Authority's website and received proposals until July 1, 2018; and

WHEREAS, Ramas Climate and Refrigeration, LLC (Ramas) of Livingston, New Jersey submitted the proposal which proposed price was the most advantageous to the Authority, and which proposal conformed to all requirements; and

WHEREAS, Ramas was the Authority's previous contractor for these services and performed the services reliably and competently; and

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

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

The Authority approves an award of a two-year contract, renewable at the agreement of both parties for two additional one year periods, to Ramas Climate and Refrigeration, LLC for the HVAC maintenance and repair services at its various public housing sites

with an annual periodic maintenance price of \$2,280.00 and labor rates (standard/premium) for possible repair services of \$69.80/\$105.00 for both HVAC technician and laborer commencing July 1, 2018 through June 30, 2020.

Vice-Chairman Benyola moved that the foregoing resolution be adopted as presented, which motion was seconded by Commissioner Jones. 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			

The Chairperson thereupon declared said motion was carried and said resolution was adopted.

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

RESOLUTION NO. 3286-18

TO AUTHORIZE AWARD OF CONTRACT FOR EMERGENCY ELECTRICAL GENERATOR MAINTENANCE AND REPAIR SERVICES TO ATLANTIC SWITCH & GENERATOR FROM JULY 1, 2018 TO JUNE 30, 2020.

WHEREAS, the Housing Authority of the City of Perth Amboy (the "Authority") requires emergency electrical generator maintenance and repair services for the generators at its various public housing project sites in Perth Amboy, NJ; and

WHEREAS, the Contract is to be awarded through a "fair and open process" pursuant to N.J.S.A. 1944A-20.4 et seq.; and

WHEREAS, the Authority solicited proposals for a two-year service contract, renewable for two additional one-year periods or one additional two-year period, for such services through public advertisement in The Home News Tribune on 6/3/18 and posted the same on the Authority's website and received proposals until July 10, 2018; and

WHEREAS, Atlantic Switch & Generator of Hainesport, NJ (Atlantic) submitted the proposal which proposed price was the most advantageous to the Authority, and which proposal conformed to all requirements; and

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

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

The Authority approves an award of a two-year contract, renewable at the agreement of both parties for two additional one year periods, to Atlantic Switch & Generator for the emergency electrical generator maintenance and repair services for the generators at its various public housing sites with an annual periodic maintenance price of \$598.30 and labor rates (standard/premium) for possible repair services of \$125.00/\$187.50 of repair technician commencing July 1, 2018 through June 30, 2020.

Commissioner Benyola moved that the foregoing resolution be adopted as presented, which motion was seconded by Commissioner Jones. 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			

The Chairperson thereupon declared said motion was carried and said resolution was adopted.

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

RESOLUTION NO. 3287-18

TO AUTHORIZE AWARD OF CONTRACT FOR GENERAL LEGAL SERVICES WITH EDWARD TESTINO, LLC THROUGH 6/30/19

WHEREAS, the Housing Authority of the City of Perth Amboy (the "Authority") has retained Edward Testino, LLC of Matawan, New Jersey to provide as needed General Legal Service commencing July 1, 2018 through June 30, 2019 with the option to renew for one additional year; and

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

WHEREAS, Edward Testino, LLC has performed satisfactorily over the past year and has proven to be a competent and reliable attorney; 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 authorized the award of contract for General Legal Services with Edward Testino, LLC of Matawan, New Jersey for the annual retainer fee of \$12,000.00 for a one-year period commencing July 1, 2018.

Commissioner Benyola moved that the foregoing resolution be adopted as presented, which motion was seconded by Commissioner Jones. 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			

The Chairperson thereupon declared said motion was carried and said resolution was adopted.

On the motion of Vice-Chairman Benyola, which motion was seconded by Commissioner Jones, the Board concurred to approve the July 2018 Bill List and Communications, 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			

On the motion of Commissioner Pabon, which motion was seconded by Commissioner Jones, the Board concurred to approve the recommendation for the July 2018 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– Veteran’s home
- (2) summer interns (Albert and Kaylin) were introduced to the Board - working with Lisett Lebron
- Gateway update.

Update on the RAD Program

- Douglas Dzema, Executive Director updated the Board on the RAD Program, as follows:
 - o Construction abound – all sites – must be completed by December 2018.
 - o Preparing for next tenant Annual Re-Exams.
 - o Working on RAD conversion for Keansburg HA.
 - o Closed on RAD conversion for Highlands HA.

PUBLIC SESSION

- No comment from the public.

UNFINISHED BUSINESS

Discussion took place in reference to IPADs/tablets for the Board Members.

NEW BUSINESS – None reported.

REPORT OF THE ATTORNEY – None reported.

REPORT OF THE EXECUTIVE DIRECTOR

Memo from Bayside Family Success Center:

Fruit Market - every Thursday from 12:00 pm to 3:00 pm

Educational workshops

Senior Citizen programming

Open House - Movie night - August 15th @ 6 pm.

On the motion of Vice-Chairman Benyola, which motion was seconded by Commissioner Jones, the Board Meeting was adjourned.

Respectfully submitted by,



Douglas G. Dzema
Executive Director/Secretary