



# 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, March 10, 2020  
12:30 PM**

The Board of Commissioners of the Housing Authority of the City of Perth Amboy met for the Regular Monthly meeting on Tuesday, March 10, 2020 @ 12:30 PM 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
	Commissioner	Reverend Gregory Pabon
	Commissioner	Miguel A. Arocho
	Commissioner	Shirley Jones
Excused:	Vice-Chairman	David Benyola
	Commissioner	Pastor Bernadette Falcon-Lopez
	Commissioner	John C. Anagnostis

The Chairperson declared said quorum present.

On the motion of Commissioner Arocho, which motion was seconded by Commissioner Jones, the Board concurred to approve the Minutes of the Regular Monthly Meeting of January 14, 2020, 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

Commissioner Pabon updated the Board on his recent attendance to the Hansen/Stack Resident meetings.

No Public Discussion of Agenda Topics

Resolution:

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

**RESOLUTION NO. \_3340-20\_**

**TO APPROVE THE ADOPTION OF THE HOUSING AUTHORITY BUDGET FOR YEAR 2020-2021.**

**WHEREAS**, the Annual Budget and Capital Budget for the Housing Authority of the City of Perth Amboy for the fiscal year beginning 4/1/2020 and ending 3/31/2021 has been presented adoption before the governing body of the Housing Authority of the City of Perth Amboy at its open public meeting of 3/10/2020; and

**WHEREAS**, the Annual Budget and Capita budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

**WHEREAS**, the Annual Budget as presented for adoption reflects Total Revenues of \$20,660,430, Total Appropriations, including any Accumulated Deficit if any, of \$20,573,470 and Total Unrestricted Net Position utilized of 0; and

**WHEREAS**, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$0 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0; and

**NOW, THEREFORE BE IT RESOLVED**, by the governing body of the Housing Authority of the City of Perth Amboy, at an open public meeting on 3/10/2020 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Housing Authority of the City of Perth Amboy for the fiscal year beginning 4/1/2020 and ending, 3/31/2021 is hereby adopted and shall constitute appropriations for the purposes stated; and

**BE IT FURTHER RESOLVED**, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

On the motion of Commissioner Pabon, which motion was seconded by Commissioner Jones, the Board concurred to approve the resolution 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

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 ratify the February 2020 Bill List and Communications and approve the March 2020 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 Arocho, which motion was seconded by Commissioner Pabon, the Board concurred to ratify the recommendation for the February 2020 PARTNER payment of expenses incurred through Dunlap RAD and Hansen RAD and approve the March 2020 PARTNER payment of expenses incurred through Dunlap RAD and Hansen RAD, 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

- Gateway Neighborhood/ Wells Fargo grant renewal – expected end of March/early April.
- Negotiations with Morris Habitat for Humanity ongoing.
- Update on the Family Self-Sufficiency Program.
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PUBLIC SESSION

- No comment from the public.

UNFINISHED BUSINESS – None reported.

NEW BUSINESS – None reported.

REPORT OF THE ATTORNEY

Edward Testino, Counsel updated the Board on the Coronavirus (COVID-19).

REPORT OF THE EXECUTIVE DIRECTOR

Douglas Dzema commented to the Board on the following:

- o Garbage Pickup by the City at all sites.
- o Census – participating in City effort.
- o Family Self-Sufficiency program - HUD funding
- Coronavirus (COVID-19) protocols and policies
  - Heightened cleaning regimens – Normal cleaning programs + all bathroom doors/entrances wiped down with sanitizers.
  - Disinfectants
  - Maintenance departments given gloves and facial masks.
  - Employee awareness and discussions
  - Posters posted at Hansen and Stack apartments.
  - Practical measures put into place, no extreme.
  - State/Federal guidelines to workforce working from home.
  - Staff and Board meetings to be audio/video remote.

On the motion of Commissioner Arocho, which motion was seconded by Commissioner Jones, the Board concurred to adjourn.

Respectfully submitted by,

*Douglas G. Dzema*

Douglas G. Dzema  
Executive Director/Secretary