



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**

Thursday, May 21, 2020

1:00 PM

Virtual ZOOM Meeting

The Board of Commissioners of the Housing Authority of the City of Perth Amboy met for the Regular Monthly meeting on Thursday, May 21, 2020 @ 1:00 PM through a virtual ZOOM conference.

<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	Reverend Gregory Pabon
	Commissioner	Miguel A. Arocho
	Commissioner	Shirley Jones
	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 Pabon, the Board concurred to approve the Minutes of the Regular Monthly Meeting of March 10, 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 – None reported.

No Public Discussion of Agenda Topics

Resolutions:

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

RESOLUTION NO. 3341-20

TO RATIFY THE HUD WAIVER REQUEST.

WHEREAS, the Board has reviewed pursuant to the Notice of Administrative Plan Temporary Revisions to HUD Notice PIH 2020-5 COVID-19 Statutory and Regulatory Waivers; and

WHEREAS, the Housing Authority of the City of Perth Amboy is temporarily revising its administrative plan to implement alternative requirements made possible by the CARES Act to provide administrative flexibility during the COVID-19 pandemic; and

WHEREAS, these revisions apply only to the Public Housing (9PH), Housing Choice Voucher (HCV) and Project Based Voucher (PBV) programs. They do not apply to the Low-Income Housing Tax Credit Program (LIHTC); and

WHEREAS, the alternative requirements presented have been adopted, effective April 10, 2020;

NOW, THEREFORE BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the City of Perth Amboy approves to ratify the HUD Waiver request, as presented. Upon roll call, the following vote was carried:

MOVED/SECONDED:

Resolution moved by _____ Commissioner Falcon-Lopez _____

-

Resolution seconded by _____ Commissioner Pabon _____

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.

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

RESOLUTION # 3342 - 20

TO RATIFY THE YMCA SERVICE AGREEMENT

WHEREAS, the YMCA and Housing Authority of the City of Perth Amboy seek to develop and improve the spiritual, social, mental, and physical life of youth and adults in accordance with the mission of the YMCA, render such services to the community as well as secure better economic, social, and moral conditions for youth and adults in cooperation with other organizations and individuals; and

WHEREAS, the organizations are committed to a leadership style of collaboration, communication, consultation, participation, and responsibility; and

WHEREAS, the organizations are committed to a holistic approach to wellness, embracing healthy spirit, mind and body for all; and

WHEREAS, the organizations are committed to all members of the community, including men, women, and children of all ages, incomes, abilities, races, and religions with regard to ability to pay; and

WHEREAS, the organizations recognize that by sharing they can achieve high-quality, cost-effective, highly efficient management, and have a mutual desire to enter into this Agreement; and

NOW, THEREFORE BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the City of Perth Amboy have reviewed a YMCA Service Agreement between the Raritan Bay Area YMCA and the Housing Authority of the City of Perth Amboy and approves to ratify said Agreement as per the terms within said YMCA Service Agreement, as presented. Upon roll call, the following vote was carried:

MOVED/SECONDED:

Resolution moved by _____ Commissioner Pabon _____

Resolution seconded by _____ Vice-Chairman Benyola _____

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.

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

RESOLUTION # 3343-20

**TO AUTHORIZE THE RENEWAL OF THE CONTRACT
FOR PAINTING SERVICES
WITH BALANIKAS PAINTING THROUGH MARCH 31, 2020**

WHEREAS, the Housing Authority of the City of Perth Amboy (the “Authority”) from time to time requires the painting of apartments for apartment turnovers 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 Balanikas Painting for a two-year period, renewable for one additional two-year period at the agreement of both parties; and

WHEREAS, Balanikas Painting 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 Balanikas Painting for the as needed painting services at the Authority’s various housing development sites at the agreed upon rates through May 31, 2022.

MOVED/SECONDED:

Resolution moved by _____ Vice-Chairman Benyola _____

Resolution seconded by _____ Commissioner Arocho _____

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.

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

RESOLUTION # 3344-20

**RESOLUTION AWARDING THE CONTRACT TO BALANIKAS PAINTING
FOR THE EXTERIOR DOOR PAINTING AT WILLOW POND VILLAGE
IN THE AMOUNT OF \$4,356.00**

WHEREAS, the Housing Authority of the City of Perth Amboy (the “Authority”) has a need to hire a qualified contractor to paint the exterior doors and frames of Willow Pond Village; 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 3/13/20, posted the same on the Authority’s website and received proposals until 3/31/20; and

WHEREAS, Balanikas Painting of Long Branch, 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 Balanikas Painting for the exterior door painting at Willow Pond Village for \$4,356.00.

MOVED/SECONDED:

Resolution moved by _____ Vice-Chairman Benyola _____

Resolution seconded by _____ Commisioner Pabon _____

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.

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

RESOLUTION # 3345-20

TO APPROVE ANNUAL AND SICK TIME PAYMENT FOR GARRIAN LAMPLEY

WHEREAS, the Board was advised that Garrian Lampley, Maintenance worker passed away and at the same time ended employment of 34 years of service on 4/11/2020; and

WHEREAS, as per the Personnel Policy, his beneficiary is entitled to Gary's accumulated vacation and to 1/2 of accumulated sick time. Gary accumulated 29 annual days and 221.75 sick days; and

WHEREAS, the following is calculated based on his hourly rate of \$22.31:

29 annual days @ \$178.48 per day = \$ 5,175.92

221.75/2 = 110.88 sick days @ \$178.48 per day = \$ 19,789.86

\$24,965.78

WHEREAS, it has been respectfully request to issue check to beneficiary of Garrian Lampley in the amount of \$ 24,965.78 net of applicable payroll taxes;

NOW, THEREFORE BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the City of Perth Amboy approves the Annual and Sick Time Payments for Garrian Lampley, as presented. Upon roll call, the following vote was carried:

MOVED/SECONDED:

Resolution moved by _____ Commissioner Falcon-Lopez _____

Resolution seconded by _____ Vice-Chairman Benyola _____

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 approve the May 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 approve the May 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			

Discussion took place, in reference to COVID-19 and testing availabilities for Housing Authority/PARTNER employees and Public Housing residents.

Discussion took place, in reference to FEMA Applications.

Discussion took place, in reference to HUD funding.

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.
- 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