

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

*MINUTES OF THE MEETING OF JANUARY 19, 2011*

*THESE MINUTES ARE NOT VERBATIM BUT ARE INSTEAD A CONDENSED VERSION OF WHAT TRANSPIRED AT THE REGULAR MEETING OF JANUARY 19, 2011.*

PRESENT:

Commissioner Joseph Rutch, Chairman  
Commissioner Kay Nest, Vice Chairman  
Commissioner Danielle Peterson  
Commissioner James Rotundo  
Terrence Corriston, Esq., Counsel  
David Sivella, Executive Director  
Domingo Senande, Deputy Executive Director  
Stephanie Sutera, Director of Transition  
Lynn Bartlett, Director of Housing & Development  
Eileen Black, Director of Finance  
Joyce Kashwick, Comptroller  
Jim Giel, Field Manager  
Rich Goddin, Field Manager  
Carmen Medina, Receptionist

ABSENT:

Commissioner Junior Hernandez, Treasurer  
Commissioner Andrew Rudman  
Commissioner Lauren Marie Zyriek

NOTICE OF MEETING

Mr. Sivella 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 17, 2011, 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 5:15p.m.

## REORGANIZATION

Chairman Rutch moved on a motion nominating Commissioner James Rotundo as Chairman, the motion was seconded by Commissioner Nest.

VOTE:           AYES:           All Present Commissioners (4)  
                  ABSENT:       Commissioners Hernandez, Rudman and Zyriek (3)

Commissioner Rutch moved on a motion re-nominating Commissioner Kay Nest as Vice Chair, the motion was seconded by Commissioner Peterson.

VOTE:           AYES:           All Present Commissioners (4)  
                  ABSENT:       Commissioners Hernandez, Rudman and Zyriek (3)

Commissioner Rutch moved on a motion re-nominating Commissioner Junior Hernandez as Treasurer, the motion was seconded by Commissioner Nest.

VOTE:           AYES:           All Present Commissioners (4)  
                  ABSENT:       Commissioners Hernandez, Rudman and Zyriek (3)

## HOUSING DEVELOPMENT CORPORATION BOARD

Chairman Rotundo appointed the following Commissioners as Trustees of the Housing Development Corporation Board: Commissioners Rutch, Nest and Peterson.

## APPROVAL OF MINUTES

On motion by Commissioner Rutch, seconded by Commissioner Nest, the minutes of the meeting of December 16, 2010, were approved.

VOTE:           AYES:           All Present Commissioners (4)  
                  ABSENT:       Commissioners Hernandez, Rudman and Zyriek (3)

## EXECUTIVE DIRECTOR'S REPORT

Mr. Sivella reported that that the new HUD liaison to the HABC was Mr. Ken Atkinson.

Mr. Sivella also stated that in order to modernize and streamline the HABC, in particular the Assisted Housing Department, he would be reviewing whether it would be beneficial to seek an RFP to access the department. In addition, he reported that the Finance Department will be hiring two accountants.

Ms. Eileen Black was asked to report on the pros and cons of refinancing Brookside Gardens. She stated that she was still gathering information, but that for each 1% saved on refinancing, the savings would be \$145,000 in interest, but the cost of refinancing may offset the savings. She stated that there were less than 10 years left on the bonds (originally 42 years). In addition, she reported that the building had \$2.2 million in reserves, so the option on paying off the \$2.7 million loan early also

needs to be considered. She stated that she would prepare a full report and with recommendations as soon as possible.

#### **ATTORNEY'S REPORT**

Mr. Corrison that there were two routine evictions.

#### **PUBLIC COMMENTS**

A motion to open the meeting to the public was made by Commissioner Nest and seconded by Commissioner Rutch.

VOTE:           AYES:           All Present Commissioners (4)  
                  ABSENT:       Commissioners Hernandez, Rudman and Zyriek (3)

There were no public comments.

#### **CONSENT AGENDA**

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

VOTE:           AYES:           All Present Commissioners (4)  
                  ABSENT:       Commissioners Hernandez, Rudman and Zyriek (3)

#### **RESOLUTIONS: CONSENT AGENDA**

- A. **Resolution 2011-01**  
Resolution approving the routine expenditures for the HABC for the period of 12-10-2010 – 01-13-2011.
- B. **Resolution 2011-02**  
Resolution approving the routine expenditures for the HDC for the period of 12-10-2010 – 01-13-2011.
- C. **Resolution 2011-03**  
Resolution adopting a cash management plan.
- D. **Resolution 2011-04**  
Resolution authorizing the Executive Director to submit a grant application through the Housing Authority of Patterson for the HOPWA program.
- E. **Resolution 2011-05**  
Resolution authorizing a contract with D'Onofrio & Sons for the grounds maintenance and landscaping at various locations.
- F. **Resolution 2011-06**  
Resolution authorizing a contract with Raymond Brothers for the grounds maintenance and landscaping at various locations.

**G. Resolution 2011-07**

Resolution authorizing a contract with Pat Scanlon Landscaping Inc., for the grounds maintenance and landscaping at various locations.

**H. Resolution 2011-08**

Resolution authorizing fees for additional A/E services related to the HVAC project at Highland View.

**I. Resolution 2010-09**

Resolution authorizing to seek an independent consultant to review the HVAC replacement project at Highland View.

**J. Resolution 2010-10**

Resolution authorizing to reject and re-bid for the construction of Affordable Housing at 176 Paris Ave., Northvale.

Commissioner Nest moved that the meeting go into a closed session to discuss personnel matters. Commissioner Rutch seconded the motion.

VOTE:           AYES:           All Present Commissioners (4)  
                  ABSENT:       Commissioners Hernandez, Rudman and Zyriek (3)

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

VOTE:           AYES:           All Present Commissioners (4)  
                  ABSENT:       Commissioners Hernandez, Rudman and Zyriek (3)

Mr. Sivella reported that he was reducing his salary from \$155,000 to \$95,000. The reasons for the reduction were to afford the Executive Director more flexibility in his hours and to reinvest the funds into the Assisted Housing and Finance Departments.

Commissioner Rutch moved that the meeting be adjourned. Commissioner Rudman seconded the motion.

VOTE:           AYES:           All Present Commissioners (4)  
ABSENT:       Commissioners Hernandez, Rudman and Zyriek (3)

Meeting adjourned at 5:40 p.m.

Minutes prepared by: Esther Gatria