

The Caucus of the Housing Authority of the City of Bayonne was held on Tuesday, September 12, 2023 at 4:30 PM in the Conference Room located at 549 Avenue A, Bayonne, NJ 07002.

The following correspondence was received from the Executive Director, John T. Mahon.

Honorable Vincent Lombardo

Honorable Irene Rose Pyke

Honorable Robert Doria

Honorable Shanna McKennan

Honorable Jubrial J. Nesheiwat

Honorable Keith Makowski

Raff, Masone & Weeks, Counsel

Members of the Board:

In accordance with the By-laws of the Housing Authority of the City of Bayonne, after consulting with the other Commissioners of the Authority, I have determined to call Caucus Meetings of the Authority, generally to be held one hour directly before the Regular Meetings.

Very truly yours,
Vincent Lombardo
Chairman

The Regular Meeting of the Housing Authority of the City of Bayonne was held on **Tuesday, September 12, 2023 at 5:30 PM** in the Conference Room located at 549 Avenue A, Bayonne, NJ 07002.

Members of the Board:

A Resolution authorizing the Re-organization of the Housing Authority of the City of Bayonne for the year 2023/2024 is being prepared for your consideration. Template attached.

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Resolution authorizing the acceptance of the minutes of the Board of Commissioners regular meeting held on July 11, 2023.

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A Resolution authorizing the adoption of the Shared Services Agreement with the City of Bayonne for trash and solid waste collection.

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A Resolution authorizing to advertise and solicit proposals for Auditing Services is being presented for your consideration.

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A Resolution approving the write offs from July 1, 2021 to June 30, 2023 is being prepared for your consideration. Write offs are done on an annual basis as part of the accounting function for annual close outs. BHA staff makes every reasonable effort to collect current outstanding balances and the write off continues to be both a low amount and percentage. A write off does not prevent future collection of an outstanding debt if the situation arises.

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A Resolution approving the interlocal agreement between the Perth Amboy Housing Authority and the Bayonne Housing Authority to perform procurement services.

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A resolution approving the submission of the SEMAP section 8 indicators to be ratified.

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A Resolution amending a Campaigning Policy to address the upcoming School Board Election is being prepared for your consideration.

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Executive/Strategic Planning Committee

No report.

Finance and Personnel Committee

No report.

Facilities and Tenant Relations Committee

No report.

Respectfully submitted,
John T. Mahon
Executive Director

Executive Director John Mahon:

In accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975, the “so called” Sunshine Law, a notice was forwarded to the clerk of the City of Bayonne and to the Jersey Journal and was posted on the bulletin board in the lobby of 549 Avenue A, Bayonne, New Jersey. Also in accordance of executive order no. 103, issued by Governor Murphy on March 9, 2020, declaring a state of emergency and a public health emergency in the state of New Jersey, although it’s technically been rescinded, we’re following all said provisions of the emergency order. We can call this meeting to order and please be advised that this public meeting is being recorded.

Pledge of Allegiance

Executive Director John Mahon then called the roll and the following were present:

Chair Lombardo, Commissioners Doria, Nesheiwat, McKennan, and Makowski.

Vice Chair Pyke was present remotely via Zoom call-in.

Executive Director John Mahon:

Mr. Chairman, do I hear a motion to suspend the regular order of business for the purpose of reorganization?

Motion by Chair Lombardo and seconded by Commissioner Doria

AYES: *Chair Lombardo, Vice Chair Pyke, Commissioners Doria, Nesheiwat, McKennan, and Makowski.*

OPPOSED:

ABSTAIN:

Commissioner Makowski:

I’d like to make a motion to nominate Bob Doria as our Acting Chair.

Commissioner Nesheiwat:

I'll second that.

Executive Director John Mahon:

All in favor?

AYES: *Commissioners Lombardo, Pyke, Doria, Nesheiwat, McKennan, and Makowski.*

OPPOSED:

ABSTAIN:

Temporary Chair Doria:

I will now receive nominations for the office of Chair of the Housing Authority for the City of Bayonne for the year beginning September the 12th, 2023.

Commissioner Nesheiwat:

I would like to nominate Commissioner Lombardo for the office of Chair of the Housing Authority of the City of Bayonne.

Temporary Chair Doria:

Can I get a second on that, please?

Commissioner Makowski:

I'll second.

Temporary Chair Doria:

Moved and seconded. On that motion, all in favor?

AYES: *Commissioners Pyke, Doria, Nesheiwat, McKennan, and Makowski.*

OPPOSED:

ABSTAIN: *Commissioner Lombardo*

Temporary Chair Doria:

That passes. Now I'd like to receive nominations for the office of Vice Chair of the Housing Authority of the City of Bayonne for the year beginning September the 12th, 2023.

Commissioner Lombardo:

I'd like to nominate Commissioner Pyke for the office of Vice Chair.

Commissioner McKennan:

I second.

Temporary Chair Doria:

On that motion, all in favor?

AYES: *Commissioners Lombardo, Pyke, Doria, Nesheiwat, McKennan, and Makowski.*

OPPOSED:

ABSTAIN:

Temporary Chair Doria:

Motion carried. We have nominated for the year beginning September 12th, 2023 Commissioner Lombardo for Chair and Commissioner Pyke for Vice Chair on the election of these commissioners to the offices for which they were nominated. So, I congratulate Chairman Lombardo and Vice Chair Pyke. We need a motion to close the nominations for Chair and Vice Chair.

Commissioner Lombardo:

I make the motion.

Commissioner Nesheiwat:

I'll second.

Temporary Chair Doria:

All in favor?

AYES: *Commissioners Lombardo, Pyke, Doria, Nesheiwat, McKennan, and Makowski.*

OPPOSED:

ABSTAIN:

Commissioner Doria:

Congratulations.

Chair Lombardo:

Thank you. Before I make my comments, let's do the rest of the agenda.

Executive Director John Mahon:

We have a consent agenda sponsored by Chair Lombardo.

John Mahon reads Consent Agenda resolution number 6933 listed below

(6933) WHEREAS, the Housing Authority of the City of Bayonne (the "Authority") has determined that, given the nature and extent of the items discussed and voted upon at its regular meetings, it would be in the Authority's best interests to adopt a consent agenda format for all routine and un-debated matters; and

WHEREAS, the Authority's Commissioners have reviewed the items listed on the printed agenda, and determined that all, (except resolutions numbered ____) shall be voted on together; and

WHEREAS, all Commissioners in attendance at this Regular Meeting of the Authority are in agreement with this determination;

NOW THEREFORE BE IT RESOLVED, that the resolutions numbered 6933 - 6942 are hereby adopted, effective immediately.

(6934) *Reorganization resolution, see indented transcript above.*

(6935) WHEREAS, the Board of Commissioners held the regular Board meeting on July 11, 2023 meeting which was attended in person by the Commissioners; and,

WHEREAS, the minutes of the meeting must be and have been presented to the Board for review and approval; and,

NOW THEREFORE BE IT RESOLVED, by the Housing Authority of the City of Bayonne Board of Commissioners that the attached minutes of the July 2023 Board of Commissioners regular meeting are approved.

- (6936) WHEREAS**, pursuant to the Uniform Shared Services and Consolidate Act, N.J.S.A. 40A:65-1 et seq., the City and BHA are authorized to enter into a shared services agreement for the purpose of providing Trash and Solid Waste Collection, and
- WHEREAS**, the City and the BHA have determined that it would be more efficient, economical and in the best interests of the citizens of Bayonne to utilize the services of the City's resources to provide specific supplemental Trash and Solid Waste Collection at various BHA locations, and
- WHEREAS**, City and the BHA have identified and set forth various supplemental Trash and Solid Waste Collection services to be provided in the Shared Services Agreement (the "Agreement") as more particularly described on Schedule A attached hereto and made a part hereof; and
- WHEREAS**, the City and the BHA desire to enter into a Shared Services Agreement setting forth the rights and obligations of both the BHA and the City in connection with said supplemental Trash and Solid Waste Collection at various BHA locations;
- NOW, THEREFORE BE IT RESOLVED**, by the Housing Authority of the City of Bayonne, that the above referenced Shared Services Agreement with the City of Bayonne concerning Trash and Solid Waste Collection is hereby approved and accepted; and
- BE IT FURTHER RESOLVED** the Executive Director is hereby authorized to execute any and all documents necessary to effectuate fulfillment of the Shared Services Agreement

- (6937) RESOLVED**, that the Executive Director of the Housing Authority of the City of Bayonne be authorized to advertise and solicit proposals for:

AUDITING SERVICES

- (6938) WHEREAS**, the 2021-2022 & 2022-2023 fiscal year of the Housing Authority of the City of Bayonne (the "Authority") ended June 30, 2023 and
- WHEREAS**, the Authority currently has outstanding debts owed to it from prior tenants of the Authority in the amounts indicated on the list attached heretofore totaling **\$539,584.56** for the periods and total amounts as shown thereon for the period **July 1, 2021 to June 30, 2023**, and,
- WHEREAS**, it is in the opinion of the Authority's Accountant, David Ciarrocca, CPA, as set forth in his letter to the Authority that the Authority should write off the aforesated debts,
- NOW THEREFORE BE IT RESOLVED** by the Commissioners of the Authority, that based upon the recommendation of its Accountant, the aforesated debts are hereby written off, and
- BE IT FURTHER RESOLVED**, that the write-offs on these debts shall be effected no later than June 30, 2023 and
- BE IT FURTHER RESOLVED**, that this action shall not alter the intention of the Authority to collect all accounts with amounts over \$1,000 and that, should any such amounts be collected, the proceeds thereof shall be included in the accounts of the Authority as extraordinary revenues at the time of their actual receipt.

(6939) WHEREAS, the Housing Authority of the City of Bayonne (the “Authority”) and the Housing Authority of the City of Perth Amboy (the “PAHA”) are both local units as defined in the Interlocal Services Act, N.J.S.A. 40:8A-1 et seq. and, as such, have contracted for the joint provision within their several jurisdictions of any service which either one is empowered within its own jurisdiction to provide without the need for public bidding; and

WHEREAS, the Perth Amboy Housing Authority is in need of procurement services, and **WHEREAS**, the Bayonne Housing Authority currently has the means to provide such services to the Perth Amboy Housing Authority and

WHEREAS, the Bayonne Housing Authority has a history of providing such services to other PHA’s

NOW THEREFORE BE IT RESOLVED that the Executive Director be authorized to negotiate and execute an inter local agreement with the Perth Amboy Housing Authority for procurement services and

BE IT FURTHER RESOLVED that once executed, the agreement is to be presented to the Board of Commissioners.

(6940) WHEREAS, the Housing Authority of the City of Bayonne is required to annually submit documentation for SEMAP (Section Eight Management Assessment Program), and

WHEREAS, submission of the SEMAP indicators is due by August 28, 2023, and

WHEREAS, the Authority complied with the submission deadline, and

WHEREAS, initial Authority review of the indicators indicate the Authority should be designated “High Performer”

NOW THEREFORE BE IT RESOLVED, that the submission of the SEMAP indicators be ratified.

(6941) WHEREAS, from time to time the Bayonne Housing Authority, through regulation, law, or necessity, is required to adopt, update and amend its policies;

NOW THEREFORE BE IT RESOLVED that the following policy be updated or adopted.

BE IT FURTHER RESOLVED that the Board of Commissioners hereby authorizes and directs the appropriate Housing Authority staff to enforce and execute the Policy listed:

CAMPAIGNING POLICY FOR SCHOOL BOARD ELECTIONS

(6942) WHEREAS, the Executive Director of the Housing Authority of the City of Bayonne (the “Authority”) has prepared the attached list of claims and payments (the “List”) for consideration by the Authority Board of Commissioners, and

WHEREAS, the List has been reviewed by the Commissioners,

NOW THEREFORE BE IT RESOLVED that the Chairman or Vice Chairman and the Executive Director be authorized and directed to execute checks for and make the payments hereby approved.

Executive Director John Mahon:

Are there any questions from anyone on the Board and/or any in attendance on any of the resolutions? Hearing none, all in favor?

AYES: Chair Lombardo, Vice Chair Pyke, Commissioners Doria, Nesheiwat, McKennan, and Makowski.

OPPOSED:

ABSTAIN:

MOTION CARRIED.

Executive Director John Mahon:

Mr. Chairman, we're done with the regular order of business and I turn the meeting over to you.

Chair Lombardo:

Before I say a few words, on behalf of the commissioners, I want to extend our condolences to Dave Ciarrocca on the passing of his mother. We saw Dave earlier, but for the record I want to make sure it's acknowledged. Secondly, thank you all for giving Irene and I the opportunity, and Irene I hope it's okay that I speak for you since we can't hear you that well.

Vice Chair Pyke:

Absolutely, yes.

Chair Lombardo:

This is a great team, we work well together, the staff is phenomenal. I can't say enough about that. The next year is going to be very exciting for this agency. We have a number of projects that are going along and we're going to make a big impact in this community. We will not lose our focus of providing quality, clean, safe living for our residents. And to Mike and Ray, thank you for that. John, can we make sure the office staff, John Wilson, and everyone else knows how valuable their services are. Other than that, Irene would you like to scream something?

Vice Chair Pyke:

Well again, I echo the words that Vinny just said. It's been a great experience, and as Vinny said, we do work very well together and I look forward to that relationship going forward. Thank you.

Chair Lombardo:

Before I close, would any Commissioners like to add anything?

Executive Director John Mahon:

I just want to, on behalf of the staff, congratulate the Chair and Vice Chair. We look forward to continuing the working relationship that we have. And hopefully, Irene, I don't have to have you do interviews that dragged on for as long as they did again this year coming up.

Chair Lombardo:

If there's no other business, motion to adjourn?

Motion by Commissioner Doria and seconded by Commissioner Makowski

AYES: *Chair Lombardo, Vice Chair Pyke, Commissioners Doria, Nesheiwat, McKennan, and Makowski.*

OPPOSED:

ABSTAIN:

MOTION CARRIED.

Chair Lombardo:

Have a good night everybody.

Executive Director John Mahon:

We're done, thank you.

The meeting was then adjourned at 5:36 PM.