

The Caucus of the Housing Authority of the City of Bayonne was held on Wednesday, August 25, 2021 at 4:30 PM via Zoom meeting.

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

**Honorable Vincent Lombardo**

**Honorable Irene Rose Pyke**

**Honorable John R. Cupo**

**Honorable Maria Karczewski**

**Honorable Robert Doria**

**Honorable Pastor Gary Grindeland**

**Honorable Shanna McKennan**

**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 half 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 **Wednesday, August 25, 2021 at 5:00 PM** via Zoom meeting.

**Members of the Board:**

A Resolution authorizing the acceptance of the minutes of the Board of Commissioners regular meeting held on July 20, 2021.

\* \* \* \* \*

On Wednesday, August 18, 2021 at 10:00 AM proposals were received and opened for General Counsel Services from the following:

**PROPOSERS**

Raff, Masone & Weeks, P.A.

The Finance Committee will report its' recommendations for the General Counsel Services RFPs. Action may be taken on this matter.

\* \* \* \* \*

On Wednesday, August 18, 2021 at 10:30 AM proposals were received and opened for Assistant General Counsel Services from the following:

**PROPOSERS**

Law Office of Kathleen Walrod

Sobel Han & Cannon, LLP

The Finance Committee will report its' recommendations for the Assistant General Counsel Services RFPs. Action may be taken on this matter.

\* \* \* \* \*

A resolution approving a change order for DAL Design Group for Replacement of Plumbing to Kitchens and Baths at 24 East 21<sup>st</sup> Street and 159 West 2<sup>nd</sup> Street.

\* \* \* \* \*

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

\* \* \* \* \*

\* \* \* \* \*

\* \* \* \* \*

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

\* \* \* \* \*

\* \* \* \* \*

\* \* \* \* \*

The Change order for the 24 & 50 East 21<sup>st</sup> and 159 West 2<sup>nd</sup> Street is the result of additional leaks occurring during the A/E phase that will result in further repairs and replacements that will be needed as the plans and specifications are being completed.

In an effort to be nimble and flexible with redevelopment activities, we are starting to put together some services in anticipation of redevelopment activities. Appraisal services would be required for any land BHA does not own so it is prudent to secure those services.

No one responded to the solicitation for auditing services so a resolution is being prepared to solicit proposals an additional time.

Your director has been asked to serve as Chairman of the PHADA Housing Committee.

\* \* \* \* \*

\* \* \* \* \*

\* \* \* \* \*

**Finance Committee**

Finance committee reviewed the financials and found them in order and recommended that since no audit proposals were received we go out for solicitations again (which is standard procedure)

**Grounds Committee**

Grounds Committee reported that current modernization contracts are continuing to as scheduled and work is satisfactory.

Respectfully submitted,  
**John T. Mahon**  
**Executive Director**

**Executive Director John Mahon:**

In accordance with the Open Public Meetings Act and Emergency Remote Meeting Protocol for local public bodies, adequate notice and electronic notice of this remote meeting were provided. All members of the public shall be muted during the meeting except that members of the public shall be unmuted when called upon by the Chairman during the public comment portion of the meeting. Any member engaged in disruptive behavior may be muted or removed from the meeting. That's the notice for meeting of the Housing Authority of the City of Bayonne for August 25th, 2021. May we ask the Vice Chair to lead us in the Pledge of Allegiance?

**Vice Chair Pyke:**

Certainly.

*Pledge of Allegiance*

*Executive Director John Mahon then called the roll and the following were present: Chair Lombardo, Vice Chair Pyke, Commissioners Doria, McKennan, Karczewski, Cupo, and Grindeland.*

**Executive Director John Mahon:**

Do I hear a motion to suspend the reading of the minutes and file accordingly?

*Motion by Commissioner Cupo and seconded by Chair Lombardo*

**AYES:** *Chair Lombardo, Vice Chair Pyke, Commissioners Doria, McKennan, Karczewski, Cupo, and Grindeland.*

**OPPOSED:**

**ABSTAIN:**

**Executive Director John Mahon:**

We'll go on to the consent agenda.

**(6749) 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 the purpose of conducting one vote on all routine and un-debated matters;

**WHEREAS**, the Authority's Commissioners have reviewed the items listed on the printed agenda, and determined that all, (except resolution numbered **6751**), shall be voted on together with one vote, 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 **6749-6750 & 6752-6756**, are hereby adopted, effective immediately, based upon the single vote of the Commissioners.

**(6750) WHEREAS**, the Board of Commissioners held the regular Board meeting on July 20, 2021 via Zoom and conference call; 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 20, 2021 Board of Commissioners meeting are approved.

**(6752) WHEREAS**, the Housing Authority of the City of Bayonne (the "Authority") published a notice in The Jersey Journal requesting attorneys and law firms to submit proposals for Assistant General Counsel Services to the Authority ("RFP"); and

**WHEREAS**, at **10:30 AM on Wednesday, August 18, 2021** proposals were received and the Authority's Assistant Executive Director opened the proposals from the following:

**PROPOSERS**

Law Office of Kathleen Walrod

Sobel Han & Cannon, LLP

**WHEREAS**, the Authority's Finance Committee evaluated the proposals received based on evaluation criteria included in the RFP, which included, but not limited to price, and recommends that the Authority accept the proposal of Law Office of Kathleen Walrod, based upon its receiving the highest evaluation score; and

**WHEREAS**, it is the conclusion of the Commissioners of the Authority that based upon the proposal submitted by Law Office of Kathleen Walrod to provide the Authority's

Assistant General Counsel Services, the selection of Law Office of Kathleen Walrod is in the best interest of the Authority; and

**WHEREAS**, the award of this contract has complied with the fair and open process, established and further defined by N.J.S.A. 19:44A-20.7. Consequently, the provisions of N.J.S.A. 19:44A-20.5 and N.J.S.A. 19:44A-20.26, as to campaign contributions, do not apply to the contract, and

**WHEREAS**, the Local Public Contracts Law of the State of New Jersey, N.J.S.A. 40A:11-1 et seq., requires that the resolution authorizing the award of a contract for “Professional Services” without competitive bids and the contract itself must be available for public inspections;

**NOW THEREFORE BE IT RESOLVED**, that the appropriate officers of the Authority are authorized and directed to execute the form of contract providing for a one year contract for Assistant General Counsel Services with Law Office of Kathleen Walrod as Counsel for the Authority at a base fee for **\$160.00** charged on an hourly basis for the period from September 1, 2021 to August 31, 2022, and

**BE IT FURTHER RESOLVED**, that this contract has been awarded under competitive proposal procurement procedures, as more fully described at 24 CFR 83.36 and PIH Notice 2003-24, and as a “Professional Services” was not required to be bid under New Jersey Local Public Contract Law” and that a notice of this action shall be published once in an appropriate newspaper of general circulation.

**(6753) WHEREAS**, the Housing Authority of the City of Bayonne (the “Authority”) on February 16, 2021 adopted Resolution No. 6700 authorizing a contract with DAL Design Group for Replacement of Plumbing to Kitchens and Baths at 24-50 East 21st Street and 159 West 2nd Street; and

**WHEREAS**, during the execution of the work, the Authority determined that the Housing Authority required additional work; and

**WHEREAS**, in order to make the required additional work and revision, the Architect proposed a Change Order No. 1 to the Project at a total additional cost to the Authority of \$10,500.00 requested by the Authority with respect to the original contract for Replacement of Plumbing to Kitchens and Baths at 24-50 East 21st Street and 159 West 2nd Street;

**NOW THEREFORE BE IT RESOLVED** by the Commissioners of the Authority, that the Authority hereby authorizes Change Order No. 1 in the amount of \$10,500.00 to DAL Design Group for these services.

**(6754) RESOLVED**, that the Executive Director of the Housing Authority of the City of Bayonne be authorized to advertise and solicit proposals and qualifications for:

**APPRAISAL SERVICES**

**(6755) RESOLVED**, that the Executive Director of the Housing Authority of the City of Bayonne be authorized to advertise and solicit proposals and qualifications for:

**AUDITING SERVICES**

**(6756) 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:**

Do I hear a motion for the consent agenda?

*Motion by Commissioner Grindeland and seconded by Commissioner Cupo*

**AYES:** *Chair Lombardo, Vice Chair Pyke, Commissioners Doria, McKennan, Karczewski, Cupo, and Grindeland.*

**OPPOSED:**

**ABSTAIN:**

**Executive Director John Mahon:**

Thank you. On the agenda, resolution number two for approval:

**(6751) WHEREAS**, the Housing Authority of the City of Bayonne (the “Authority”) published a notice in The Jersey Journal requesting attorneys and law firms to submit proposals for General Counsel Services to the Authority (“RFP”); and  
**WHEREAS**, at **10:00 AM on Wednesday, August 18, 2021** proposals were received and the Authority’s Assistant Executive Director opened the proposals from the following:

**PROPOSERS**

Raff, Masone & Weeks, P.A.

**WHEREAS**, the Authority’s Finance Committee evaluated the proposals received based on evaluation criteria included in the RFP, which included, but not limited to price, and recommends that the Authority accept the proposal of Raff, Masone & Weeks, P.A., based upon its receiving the highest evaluation score; and

**WHEREAS**, it is the conclusion of the Commissioners of the Authority that based upon the proposal submitted by Raff, Masone & Weeks, P.A. to provide the Authority’s General Counsel Services, the selection of Raff, Masone & Weeks, P.A. is in the best interest of the Authority; and

**WHEREAS**, the award of this contract has complied with the fair and open process, established and further defined by N.J.S.A. 19:44A-20.7. Consequently, the provisions of N.J.S.A. 19:44A-20.5 and N.J.S.A. 19:44A-20.26, as to campaign contributions, do not apply to the contract, and

**WHEREAS**, the Local Public Contracts Law of the State of New Jersey, N.J.S.A. 40A:11-1 et seq., requires that the resolution authorizing the award of a contract for “Professional Services” without competitive bids and the contract itself must be available for public inspections;

**NOW THEREFORE BE IT RESOLVED**, that the appropriate officers of the Authority are authorized and directed to execute the form of contract providing for a one year contract for General Counsel Services with Raff, Masone & Weeks, P.A. as Counsel for the Authority at a base fee for **\$160.00** charged on an hourly basis for the period from September 1, 2021 to August 31, 2022, and

**BE IT FURTHER RESOLVED**, that this contract has been awarded under competitive proposal procurement procedures, as more fully described at 24 CFR 83.36 and PIH Notice 2003-24, and as a “Professional Services” was not required to be bid under New Jersey

Local Public Contract Law” and that a notice of this action shall be published once in an appropriate newspaper of general circulation.

**Executive Director John Mahon:**

Any questions on that resolution? Hearing none, all in favor?

**AYES:** *Vice Chair Pyke, Commissioners Doria, McKennan, Karczewski, Cupo, and Grindeland.*

**OPPOSED:**

**ABSTAIN:** *Chair Lombardo*

**Executive Director John Mahon:**

Motion approved. Mr. Chairman, I'm done with the regular order of business and turn the meeting over to you for the public portion.

**Chairman Lombardo:**

Well, do we have anyone from the public?

**Evan Pacyna:**

Nobody from the public.

**Chairman Lombardo:**

I just want once again for the record thank the Bayonne City Council and the legal department for taking up the resolution regarding the residency requirements for our employees. I thought it was well done. John, I commend you for going to the caucus to speak and to be available to speak at the meeting if need be. Other than that, as always, the facilities look great and I want to thank everyone on the Board for doing their jobs in making sure we provide the proper oversight and the governance. We don't operate the facility, but we're there to make sure it's governed properly. Patricia, while John was away, thank you for being the Acting Executive Director. But I will say this John was away, but he was always available for calls. Other than that, everybody stay safe and be vigilant. Does anyone else have anything to say?

**Executive Director John Mahon:**

If I could just add very quickly with the rise in the variant and of who is potentially affected by this, we are going to do another round of mask disbursements to the residents beginning with the families this time. Make sure that they get it first because with the pending school year coming up, kids are going to need the masks a little more than the seniors. Seniors will get it, don't get me wrong, but we're going to start with the families this time instead of the other way around. We're still involved in using CARES money to the benefit and safety of our residents.

**Vice Chair Pyke:**

John, on that note, just keep in mind too, that the Board of Ed will be supplying masks as well, so just keep that in mind.

**Executive Director John Mahon:**

Okay, we just wanted to cover the bases, Vice Chair Pyke. That's all, just in case.

**Chairman Lombardo:**

Is there anything else? And I want to thank Vice Chair Pyke for sharing what the Board of Ed is doing. And I will say this that our Executive Director and the Superintendent of Schools will have a very open dialogue to look at partnering with the Board of Ed, right John?

**Executive Director John Mahon:**

Yes.

**Chairman Lombardo:**

It's something we haven't had in the past.

**Executive Director John Mahon:**

I'm sorry, Mr. Chairman, are you concluded?

**Chairman Lombardo:**

Yes.

**Executive Director John Mahon:**

Then is there a motion to adjourn?

*Motion by Commissioner Cupo and seconded by Vice Chair Pyke*

**Executive Director John Mahon:**

All in favor?

**AYES:** *Chair Lombardo, Vice Chair Pyke, Commissioners Doria, McKennan, Karczewski, Cupo, and Grindeland.*

**OPPOSED:**

**ABSTAIN:**

**Executive Director John Mahon:**

Motion carried. Everybody be safe, have a good Labor Day, and we will be in touch and see you in some form next month.

*The meeting was then adjourned at 5:30 PM.*