

**Guttenberg Housing Authority Board of Commissioners**

**Open Public Meeting Agenda**

**Monday, July 6, 2020 at 6:30 p.m.  
Via Video/Audio Conference**

1. Call to Order
2. Reading of the Open Public Meetings Act Notice
3. Roll Call
4. Pledge of Allegiance
5. Executive Director's Report
6. Financial Report and Bill List
7. Approval of Minutes

June 1, 2020 Board Meeting

8. Old Business
9. New Business
10. Resolutions
11. Public Comment
12. Adjournment

**(THE BOARD MAY CONVENE TO CLOSED SESSION DURING THE MEETING)**

# HOUSING AUTHORITY OF THE TOWN OF GUTTENBERG

## MEETING MINUTES

This regular meeting of the Board of Commissioners was held on June 1, 2020 as a virtual meeting as a result of the COVID-19 pandemic. The meeting was opened at 6:32 p.m. and the Open Public Meeting Act Notice was recited.

Adequate notice of this Meeting of the Board of Commissioners of the Housing Authority of the Town of Guttenberg was given in accordance with Chapter 231 of the Laws of New Jersey by publishing the meeting date in the Jersey Journal and the Bergen Record on May 16, 2019 and May 17, 2019, by posting the meeting date at the Guttenberg Town Hall on October 4, 2019, and by posting the meeting date on the Bulletin Board at the main office of the Housing Authority at 6900 Broadway, Guttenberg, New Jersey 07093 on May 13, 2019.

Following the Pledge of Allegiance, roll call was taken.

### ROLL CALL:

X Chairperson Habermann-Ward      X Vice Chairperson Montanez         Commissioner Mack  
X Commissioner Mantineo              X Commissioner Acosta              X Commissioner Popiel  
X Commissioner Torres

Also attending the meeting were Executive Director Ruddys E. Andrade, IT Consultant Jimmy Kontolios, and Anthony J. Arnone, Esq. of DeCotiis, FitzPatrick, Cole & Giblin, LLP (General Counsel).

### EXECUTIVE DIRECTOR'S REPORT:

The Executive Director reported that HUD has notified us that the Guttenberg Housing Authority has received a \$91,000.00 allocation for the public housing component and \$32,000.00 allocation for Section 8 from the CARES Act for Covid-19 expenses. These funds will be used for expenses relating to the deep cleaning of buildings, equipment and PPE purchases. In addition, some of the funds will be used to create a pandemic/infectious disease plan for the Guttenberg Housing Authority that will allow the authority to maintain business continuity while keeping the residents and staff safe. On May 28<sup>th</sup>, our senior citizen residents at 7005 Boulevard East had an opportunity to be tested for Covid-19. Sixty-six individuals were tested. In addition, every employee except one has been tested. Also, any senior citizen resident that live at are other three sites will be offered transportation to the North Hudson Community Action Corporation testing site in Union City if they want to be tested. The Executive Director thanked the Town of Guttenberg Health Officer and Town Administrator for coordinating the testing. Apartments that are vacant due to Covid-19 deaths are being refinished and are to re-leased. With regard to the vacant units at the senior citizen housing facility at 7005 Boulevard East, the Executive Director plans to offer these units to current senior citizen residents at our other facilities first. The maintenance department has been busy. The Guttenberg Housing Authority has purchased 2,000 disposable masks. The masks are available for every resident. The Executive provided some construction updates. With regards to the rooftop unit at 7005 Boulevard East, the permit application has been submitted to the Town. A kickoff meeting has occurred. There have been cost savings associated with this project and the savings are being used to add fluorescent lights to the units that help kill virus before entering the building ventilation system. At the 6900 location, the kitchen cabinet replacement project that was halted by Governor Murphy's stay at home order has resumed. Vacant units will be the done first. The Executive Director wants to restart the community garden at 7005 Boulevard East. A plan is being worked on and put in place to accomplish such goal.

**FINANCIAL REPORT / PAYMENT OF BILLS:**

A motion was made to approve the Financial Report and to accept and pay all bills. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR	1	X			
MARISOL MONTANEZ, VICE CHAIR	2	X			
JUSTIN MACK					X
JOLENE MANTINEO		X			
REBECCA ACOSTA		X			
BLANCA POPIEL		X			
LUZ TORRES		X			

The motion is adopted.

**APPROVAL OF MINUTES:**

A motion was made to approve the minutes of the May 4, 2020 meeting of the Board of Commissioners. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR		X			
MARISOL MONTANEZ, VICE CHAIR		X			
JUSTIN MACK					X
JOLENE MANTINEO	1	X			
REBECCA ACOSTA		X			
BLANCA POPIEL	2	X			
LUZ TORRES		X			

The motion is adopted.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

None.

**RESOLUTIONS:**

Resolution 2020-09 appointing and awarding a contract to McManimon, Scotland & Baumann as RAD Special Legal Counsel. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR		X			
MARISOL MONTANEZ, VICE CHAIR	2	X			
JUSTIN MACK					X
JOLENE MANTINEO		X			
REBECCA ACOSTA	1	X			
BLANCA POPIEL		X			
LUZ TORRES		X			

The resolution is adopted.

Resolution 2020-10 appointing and awarding a contract to Remington & Vernick to perform a RAD Physical Need Assessment. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR		X			
MARISOL MONTANEZ, VICE CHAIR	2	X			
JUSTIN MACK					X
JOLENE MANTINEO		X			
REBECCA ACOSTA	1	X			
BLANCA POPIEL		X			
LUZ TORRES		X			

The resolution is adopted.

Resolution 2020-11 appointing and awarding a contract to NW Financial as RAD Financial Consultant. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR		X			
MARISOL MONTANEZ, VICE CHAIR	1	X			
JUSTIN MACK					X
JOLENE MANTINEO		X			

REBECCA ACOSTA	2	X			
BLANCA POPIEL		X			
LUZ TORRES		X			

The resolution is adopted.

Resolution 2020-12 appointing Neil Castro as Building Superintendent at 136 69<sup>th</sup> Street. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR	1	X			
MARISOL MONTANEZ, VICE CHAIR		X			
JUSTIN MACK					X
JOLENE MANTINEO		X			
REBECCA ACOSTA		X			
BLANCA POPIEL	2	X			
LUZ TORRES		X			

The resolution is adopted.

**PUBLIC COMMENT:**

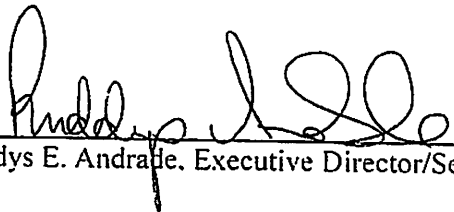
None.

**ADJOURNMENT:**

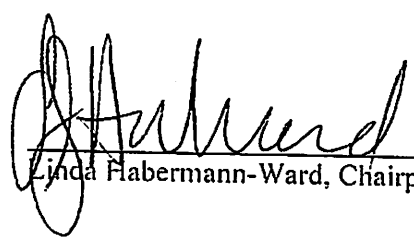
A motion was made to adjourn the meeting. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR		X			
MARISOL MONTANEZ, VICE CHAIR	1	X			
JUSTIN MACK					X
JOLENE MANTINEO		X			
REBECCA ACOSTA	2	X			
BLANCA POPIEL		X			
LUZ TORRES		X			

The meeting was adjourned at 6:52p.m.



Ruddys E. Andrade, Executive Director/Secretary



Linda Fabermann-Ward, Chairperson