



# Housing Authority of the City of Perth Amboy

881 AMBOY AVENUE, P.O. BOX 390, PERTH AMBOY, NJ 08862

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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**

**Tuesday, November 12, 2019  
12:30 PM**

The Board of Commissioners of the Housing Authority of the City of Perth Amboy met for the Regular Monthly meeting on Tuesday, November 12, 2019 at the Dunlap Homes complex, main Administrative Office, conference room located at 881 Amboy Avenue, Perth Amboy, New Jersey 08861.

<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	Shirley Jones
	Commissioner	Pastor Bernadette Falcon-Lopez
	Commissioner	John C. Anagnostis
Absent:	Commissioner	Miguel A. Arocho

The Chairperson declared said quorum present.

On the motion of Commissioner Falcon-Lopez, which motion was seconded by Commissioner Jones, the Board concurred to approve the Minutes of the Regular Monthly Meeting of October 16, 2019, 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. 3333-19**

**RESOLUTION TO APPROVE THE FISCAL AUDIT FOR YEAR ENDING MARCH 31, 2019.**

**WHEREAS**, N.J.S.A. 40A: 5A-15 requires the governing body of each local authority to conduct an annual audit of its accounts; and

**WHEREAS**, the annual report for the fiscal year ended March 31, 2019, has been completed and filed with the State of New Jersey – Department of Community Affairs pursuant to N.J.S.A. 40A: 5A-15; and

**WHEREAS**, N.J.S.A. 40A: 5A-17 requires the governing body of each authority to, within forty-five (45) days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally received the annual audit report, and, specifically, the second of the audit report entitled “Schedule of Findings and Questioned Costs”, and had evidenced same by group affidavit in the form prescribed by the Local Finance Board; and

**WHEREAS**, the members of the governing body have received the annual audit and have personally reviewed the annual audit and have specifically reviewed the sections of the audit report entitled “Schedule of Findings and Questioned Costs” in accordance with N.J.S.A. 40A: 5A-17; and

**NOW, THEREFORE BE IT RESOLVED**, that the governing body of the Housing Authority of the City of Perth Amboy hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ending March 31, 2019,

and, specifically, has reviewed the section of the audit report entitled "Schedule of Findings and Questioned Costs", and had evidenced same by group affidavit in the form prescribed by the Local Finance Board.

**BE, IT FURTHER RESOLVED**, that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board, the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

On the motion of Commissioner Arocho, which motion was seconded by Commissioner Pabon, the Board concurred to approve the Fiscal Audit for year ended March 31, 2019, as presented. Upon roll call, the following vote was carried:

**MOVED/SECONDED:**

**Resolution moved by** \_\_\_\_\_ Commissioner Pabon \_\_\_\_\_

**Resolution seconded by** \_\_\_ Commissioner Anagnostis \_\_\_\_\_

**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 Vice-Chairman Benyola, which motion was seconded by Commissioner Anagnostis, the Board concurred to approve the November 2019 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 Falcon-Lopez, which motion was seconded by Vice-Chairman Benyola, the Board concurred to approve the recommendation for the November 2019 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			

Report on PARTNER

- Habitat for Humanity project is ongoing for 662 Cortlandt Street.

PUBLIC SESSION

- No comment from the public.

UNFINISHED BUSINESS – None reported.

NEW BUSINESS

Commissioner Falcon-Lopez informed the Board that on November 14<sup>th</sup> the Annual Event for Ending Homelessness Program will be held at 5:30 pm at the Portuguese Sporting Club - \$30 per person.

REPORT OF THE ATTORNEY – None reported.

REPORT OF THE EXECUTIVE DIRECTOR

Douglas Dzema commented to the Board on the following:

- Senior Harvest Festival took place on November 1<sup>st</sup> at Hansen Apartments.
- Michael Carr, City Engineer passed away.
- Roberto Bautista – new Maintenance Superintendent – recently hired.
- Planning Meeting scheduled for 3 pm, following Board meeting to discuss Five-Year/Annual Plan and Long/Short term goals/mission.
- Garbage Pickup at housing sites by the City.
- HMFA File Review Audit on Hansen RAD took place on November 6<sup>th</sup> an 7<sup>th</sup>.
- Next Board Meeting scheduled for December 19<sup>th</sup> @ 5 pm.

REPORT OF THE CHAIRPERSON

Commissioner Committee Structures assigned:

	<u>Co-Chair</u>	<u>Co-Chair</u>	<u>Member</u>
Finance	Benyola	Falcon-Lopez	Anagnostis
Buildings & Grounds	Jones	Anagnostis	Falcon-Lopez
Personnel	Arocho	Pabon	Jones

On the motion of Vice-Chairman Benyola, which motion was seconded by Commissioner Falcon-Lopez, the Board concurred to adjourn the Board Meeting.

Respectfully submitted by,

Douglas G. Dzema  
Executive Director/Secretary