



# Housing Authority of the City of Perth Amboy

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

TELEPHONE: (732) 826-3110

FAX: (732) 826-3111

EDNA DOROTHY CARTY-DANIEL, Chairperson  
REVEREND GREGORY PABON, Vice-Chairman  
MIGUEL A. AROCHO  
SHIRLEY JONES  
PASTOR BERNADETTE FALCON-LOPEZ  
DAVID BENYOLA  
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**

**Thursday, May 17, 2018  
5:00 p.m.**

The Board of Commissioners of the Housing Authority of the City of Perth Amboy met for the Regular Monthly meeting on Thursday, May 17, 2018 at the Dunlap Homes complex, main Administrative office building, 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
	Commissioner	Shirley Jones
	Commissioner	Pastor Bernadette Falcon-Lopez
	Commissioner	David Benyola
	Commissioner	John C. Anagnostis (arrived late)
Excused:	Vice-Chairman	Gregory Pabon
	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 Board Meeting of April 9, 2018, 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 Reverend Gregory Pabon				X
Commissioner Miguel A. Arocho				X
Commissioner Shirley Jones	X			
Commissioner Pastor Bernadette Falcon-Lopez	X			
Commissioner David Benyola	X			
Commissioner John C. Anagnostis				X

<No Reports of Committee >

<No Public Discussion of Agenda Topics.

The following resolution was introduced by Commissioner Falcon-Lopez, read in full and considered:

**RESOLUTION NO. 3275-18**

**TO AWARD CHANGE ORDER #3 TO SANTORINI CONSTRUCTION, INC. FOR THE RAD IMPROVEMENTS FAMILY PROJECTS – DUNLAP RAD LLC IN THE AMOUNT OF \$174,153.00.**

**WHEREAS**, the Housing Authority of the City of Perth Amboy (the “Authority”) has awarded the contract for the RAD Improvements Family Projects – Dunlap RAD LLC to Santorini Constructions, LLC I the amount of \$3,920,000.00; and

**WHEREAS**, the Authority has a need for additional work to pave the parking lots of Building V of Dunlap Homes and Otlowski Gardens, and to pave the basketball court at Dunlap Homes; and

**WHEREAS**, the Authority received a price of \$174,153.00 from Santorini Construction, Inc. for the labor and materials to perform the additional work; and

**WHEREAS**, sufficient funds are available to pay for the additional services.

**NOW, THEREFORE BE RESOLVED**, by the Board of the Authority that the Authority awards Change Order #3 in the amount of \$174,153.00 which, together with previous change orders, is below the allowable 20% increase of the original bid amount.

Commissioner Benyola moved that the foregoing resolution be adopted as presented, which motion was seconded by Commissioner Jones. Upon roll call, the following vote was carried:

**VOTE:**

Board Member	Yes	No	Abstain	Absent
Chairperson Edna Dorothy Carty-Daniel	X			
Vice Chairperson Reverend Gregory Pabon				X
Commissioner Miguel A. Arocho				X
Commissioner Shirley Jones	X			
Commissioner Pastor Bernadette Falcon-Lopez	X			
Commissioner David Benyola	X			
Commissioner John C. Anagnostis				X

The Chairperson thereupon declared said motion was carried and said resolution was adopted.

<Commissioner Anagnostis arrives to meeting.>

The following resolution was introduced by Commissioner Falcon-Lopez, read in full and considered:

**RESOLUTION NO. 3276-18**

**TO RESCIND RESOLUTION #3255-17 FOR THE ROOF REPLACEMENT AT HANSEN.**

**WHEREAS**, the Housing Authority of the City of Perth Amboy (the "Authority") has awarded the contract for the RAD Improvements Senior Projects – Hansen RAD, LLC to Santorini Construction, LLC in the amount of \$3,881,000.00 and subsequently Change Order #2 for the Roof Replacement at Hansen; and

**WHEREAS**, the Authority has decided to separately bid for the roof replacement at Hansen rather than have Santorini perform the work due to warranty issues; and

**WHEREAS**, the Authority rescinds Resolution #3255-17,

**NOW, THEREFORE BE IT RESOLVED**, by the Board of the Authority that the Authority rescinds Resolution #3255-17 for the RAD Improvements Senior Projects – Hansen RAD, LLC Change Order #2.

Commissioner Benyola moved that the foregoing resolution be adopted as presented, which motion was seconded by Commissioner Jones. Upon roll call, the following vote was carried:

**VOTE:**

Board Member	Yes	No	Abstain	Absent
Chairperson Edna Dorothy Carty-Daniel	X			
Vice Chairperson Reverend Gregory Pabon				X
Commissioner Miguel A. Arocho				X
Commissioner Shirley Jones	X			
Commissioner Pastor Bernadette Falcon-Lopez	X			
Commissioner David Benyola	X			
Commissioner John C. Anagnostis	X			

The Chairperson thereupon declared said motion was carried and said resolution was adopted.

The following resolution was introduced by Commissioner Falcon-Lopez, read in full and considered:

**RESOLUTION NO. 3277-18**

**TO AWARD THE CONTRACT FOR A/E SERVICES FOR THE FAMILY SITES ROOF REPLACEMENTS FOR \$11,500.00**

**WHEREAS**, the Housing Authority of the City of Perth Amboy (the "Authority") has a need to hire a professional Architectural and Engineering firm to provide the construction management services needed for the roof replacement of the family sites; and

**WHEREAS**, the Contract is to be awarded through a "fair and open process" pursuant to N.J.S.A. 19:44A-20,4 et seq.; and

**WHEREAS**, the Authority solicited proposals through pubic advertisement, posted the same on the Authority's website and received proposals until May 8, 2018; and

**WHEREAS**, Habitech Architects, PC of Medford, New Jersey submitted the proposal which price was the most advantageous to the Authority, and which proposal conformed to all requirements; and

**WHEREAS**, Habitech has performed satisfactorily for the Authority in the past; and

**WHEREAS**, sufficient funds are available to pay for the required services.

**NOW, THEREFORE BE IT RESOLVED** by the Board of the Authority as follows:

The Authority authorized the award of the contract to Habitech Architects, PC for the A/E Services needed for the Family Sites Roof Replacement project for the base amount of \$11,500.00 plus \$500.00 per additional inspection.

Commissioner Benyola moved that the foregoing resolution be adopted as presented, which motion was seconded by Commissioner Anagnostis. Upon roll call, the following vote was carried:

**VOTE:**

Board Member	Yes	No	Abstain	Absent
Chairperson Edna Dorothy Carty-Daniel	X			
Vice Chairperson Reverend Gregory Pabon				X
Commissioner Miguel A. Arocho				X
Commissioner Shirley Jones	X			
Commissioner Pastor Bernadette Falcon-Lopez	X			
Commissioner David Benyola	X			
Commissioner John C. Anagnostis	X			

The Chairperson thereupon declared said motion was carried and said resolution was adopted.

The following resolution was introduced by Commissioner Falcon-Lopez, read in full and considered:

**RESOLUTION NO. 3278-18**

**RESOLUTION AWARDING THE CONTRACT TO HERTRICH FLEET SERVICES, INC.  
FOR THE SUPPLY AND DELIVERY OF A 2018 FORD EXPEDITION XLT 4 X 4 FOR THE  
AMOUNT OF \$46,944.00**

**WHEREAS**, the Housing Authority of the City of Perth Amboy (the "Authority") has a need to purchase a new vehicle; and

**WHEREAS**, the Contract is to be awarded through a "fair and open process" pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

**WHEREAS**, the Authority solicited sealed bids through public advertisement for such services in the Home News Tribune on 3/30/18 and posted the same on the Authority's website and opened bids on 4/24/18; and

**WHEREAS**, Hertrich Fleet Services, Inc. of Milford, DE, having confirmed their bid price, submitted the bid which price was the most advantageous to the Authority, and which bid conformed to all requirements; and

**WHEREAS**, sufficient funds are available to pay for the required services.

**NOW THEREFORE BE IT RESOLVED** by the Board of the Authority as follows:

The Authority awards the contract to Hertrich Fleet Services, Inc. the supply and delivery of a 2018 Ford Expedition XLY 4 x 4 for a total cost of \$46,944.00.

Commissioner Benyola moved that the foregoing resolution be adopted as presented, which motion was seconded by Commissioner Jones. Upon roll call, the following vote was carried:

**VOTE:**

Board Member	Yes	No	Abstain	Absent
Chairperson Edna Dorothy Carty-Daniel	X			
Vice Chairperson Reverend Gregory Pabon				X
Commissioner Miguel A. Arocho				X
Commissioner Shirley Jones	X			
Commissioner Pastor Bernadette Falcon-Lopez	X			
Commissioner David Benyola	X			
Commissioner John C. Anagnostis	X			

The Chairperson thereupon declared said motion was carried and said resolution was adopted.

The following resolution was introduced by Commissioner Falcon-Lopez, read in full and considered:

**RESOLUTION NO. 3279-18**

**FOR SEMAP CERTIFICATION TO HUD FYE 3/31/2018**

**WHEREAS**, the Board of Commissioners has reviewed the SEMAP Certification to HUD for its fiscal year ending March 31, 2018; and found this information to be accurate;

**NOW, THEREFORE BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of the City of Perth Amboy approves this certification through this Board resolution.

Commissioner Benyola moved that the foregoing resolution be adopted as presented, which motion was seconded by Commissioner Jones. Upon roll call, the following vote was carried:

**VOTE:**

Board Member	Yes	No	Abstain	Absent
Chairperson Edna Dorothy Carty-Daniel	X			
Vice Chairperson Reverend Gregory Pabon				X
Commissioner Miguel A. Arocho				X
Commissioner Shirley Jones	X			
Commissioner Pastor Bernadette Falcon-Lopez	X			
Commissioner David Benyola	X			
Commissioner John C. Anagnostis	X			

The Chairperson thereupon declared said motion was carried and said resolution was adopted.

<

The following resolution was introduced by Commissioner Falcon-Lopez, read in full and considered:

**RESOLUTION NO. 3280-18**

**TO APPROVE THE AWARD FOR LANDSCAPE MAINTENANCE**

**WHEREAS**, the Housing Authority of the City of Perth Amboy (the "Authority") requires landscape maintenance services at its various housing development sites; and

**WHEREAS**, the Contract is to be awarded through a "fair and open process" pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

**WHEREAS**, the Authority solicited proposals for a one-year service contract for such services through public advertisement in The Home News Tribune on April 7, 2018 and posted the same on the Authority's website and received proposals until May 1, 2018; and

**WHEREAS**, G&J Property Maintenance, LLC of Perth Amboy, New Jersey submitted the proposal which proposed price was advantageous to the Authority in the past and which proposal conformed to all requirements; and

**WHEREAS**, G&J performed landscaping has proven to be a competent and reliable contractor; and

**WHEREAS**, sufficient funds are available from the Authority's operating funds to pay for the required services;

**NOW, THEREFORE BE IT RESOLVED**, by the Board of the Authority as follows:

The Authority ratifies the award of the contract to G&J Property Maintenance, LLC for the landscape maintenance services at the Authority's various housing development sites for a total cost of Twenty-Four Thousand Five Hundred dollars and no cents (\$24,500.00) for the 2018 landscaping season.

Commissioner Benyola moved that the foregoing resolution be adopted as presented, which motion was seconded by Commissioner Anagnostis. Upon roll call, the following vote was carried:

**VOTE:**

<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
<b>Chairperson Edna Dorothy Carty-Daniel</b>	X			
<b>Vice Chairperson Reverend Gregory Pabon</b>				X
<b>Commissioner Miguel A. Arocho</b>				X
<b>Commissioner Shirley Jones</b>	X			
<b>Commissioner Pastor Bernadette Falcon-Lopez</b>	X			
<b>Commissioner David Benyola</b>	X			
<b>Commissioner John C. Anagnostis</b>	X			

The Chairperson thereupon declared said motion was carried and said resolution was adopted.

On the motion of Commissioner Jones, which motion was seconded by Commissioner Anagnostis, the Board concurred to approve the May 2018 Bill List and Communications, as presented. Upon roll call, the following vote was carried:

**VOTE:**

<b>Board Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
<b>Chairperson Edna Dorothy Carty-Daniel</b>	X			
<b>Vice Chairperson Reverend Gregory Pabon</b>				X
<b>Commissioner Miguel A. Arocho</b>				X

Commissioner Shirley Jones	X			
Commissioner Pastor Bernadette Falcon-Lopez	X			
Commissioner David Benyola	X			
Commissioner John C. Anagnostis	X			

On the motion of Commissioner Falcon-Lopez, which motion was seconded by Commissioner Benyola, the Board concurred to approve the recommendation for the May 2018 PARTNER payment of expenses incurred through Dunlap RAD/ Hansen RAD/ Dunlap RAD-Construction/ and Hansen RAD-Construction, 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 Reverend Gregory Pabon				X
Commissioner Miguel A. Arocho				X
Commissioner Shirley Jones	X			
Commissioner Pastor Bernadette Falcon-Lopez	X			
Commissioner David Benyola	X			
Commissioner John C. Anagnostis	X			

**Report on PARTNER**

- Gateway Programs – more funding opportunities.
- ASK Scholarship Program recommendations

**Update on the RAD Program**

- Douglas Dzema, Executive Director updated the Board on the RAD Program, as follows:
  - o Construction abound – all sites – must be completed by December 2018.
  - o Working on RAD conversions for both Keansburg/Highlands Authorities.

**PUBLIC SESSION**

- No comment from the public.

**UNFINISHED BUSINESS - None reported.**

**NEW BUSINESS – None reported.**

**REPORT OF THE ATTORNEY – None reported.**

**REPORT OF THE EXECUTIVE DIRECTOR**

- Douglas Dzema, Executive Director updated the Board on the following:
- o Fire incident at Hansen Apts. (415 Fayette Street) – Unit 4G on April 9, 2018.
  - o Mother’s Day event at the Parkview on May 5<sup>th</sup>.
  - o

**REPORT OF THE CHAIRPERSON – None reported.**

On the motion of Commissioner Benyola, which motion was seconded by Commissioner Jones, the Board concurred to reconvene the meeting at La Cucina Nouveau Restaurant in Englishtown.

Respectfully submitted by,

A handwritten signature in black ink, appearing to read "Douglas G. Dzema". The signature is written in a cursive style with a large initial "D".

Douglas G. Dzema  
Executive Director/Secretary