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TOWN OF HARRISON  
HOUSING AUTHORITY

MEETING OF THE TOWN OF : TRANSCRIPT  
HARRISON HOUSING AUTHORITY : OF PROCEEDINGS

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O P E N S E S S I O N

Tuesday, January 14, 2020, 6 p.m.  
Harrison Gardens, Bldg. #1  
788 Harrison Avenue  
Harrison, New Jersey 07029

PRESENT:

- ARTHUR PETTIGREW, VICE CHAIRMAN
- DANIEL CHOFFO, COMMISSIONER
- DAWN KINSELLA, COMMISSIONER
- BRUNILDA MUSTILLI, COMMISSIONER
- RICHARD MILLER, COMMISSIONER

EXCUSED: JAMES P. DORAN, Ed.D, CHAIRMAN  
FREDERICK CONFESSORE, COMMISSIONER

ALSO PRESENT:

- RAYMOND LUCAS, Executive Director
- JOSEPH MANFREDI, ESQ. Board Attorney
- MAUREEN GILMORE, Authority Staff
- DOREEN COUCH, Authority Staff
- GENE GILMORE, Maintenance Supervisor
- MEMBERS OF THE PUBLIC

TRANSCRIBED BY AND BEFORE: SUSAN M. STYRON,  
C.S.R., R.P.R., AND NOTARY PUBLIC OF THE STATE  
OF NEW JERSEY License No. XI 01704

1 THE VICE CHAIRMAN: I hereby declare  
2 this meeting to order and state that this is a  
3 meeting of the Harrison Housing Authority of the  
4 Town of Harrison scheduled for January 14, 2020.  
5 This meeting is a regularly scheduled meeting,  
6 and proper public notice of time, date, location,  
7 purpose and agenda have been posted in compliance  
8 with the Sunshine Law.

9 Let's rise and salute to the flag.  
10 (Pledge of Allegiance.)

11 THE VICE CHAIRMAN: Call the roll.

12 MS. GILMORE: Commissioner Choffo.

13 COMMISSIONER CHOFFO: Here.

14 MS. GILMORE: Commissioner Confessore,  
15 absent.

16 Commissioner Kinsella.

17 COMMISSIONER KINSELLA: Here.

18 MS. GILMORE: Commissioner Mustilli.

19 COMMISSIONER MUSTILLI: Here.

20 MS. GILMORE: Commissioner Miller.

21 COMMISSIONER MILLER: Here.

22 MS. GILMORE: Acting Chairman  
23 Pettigrew.

24 THE VICE CHAIRMAN: Here.

25 MS. GILMORE: Dr. Doran, absent.

1 THE VICE CHAIRMAN: Very good, thank  
2 you.

3 Do I have a motion to approve the  
4 minutes of December 10, 2019?

5 COMMISSIONER KINSELLA: Motion.

6 COMMISSIONER MILLER: Second.

7 THE VICE CHAIRMAN: Okay. Kinsella and  
8 Miller.

9 MS. GILMORE: Commissioner Choffo.

10 COMMISSIONER CHOFFO: I abstain.

11 MS. GILMORE: Commission Kinsella.

12 COMMISSIONER KINSELLA: Aye.

13 MS. GILMORE: Commissioner Miller.

14 COMMISSIONER MILLER: Aye.

15 MS. GILMORE: Commissioner Mustilli.

16 COMMISSIONER MUSTILLI: Aye.

17 MS. GILMORE: Commissioner Pettigrew.

18 THE VICE CHAIRMAN: Aye.

19 It's Chairman tonight.

20 MS. GILMORE: Oh, Chairman. Sorry.

21 THE VICE CHAIRMAN: All right. I need  
22 a motion to approve all bills.

23 COMMISSIONER MUSTILLI: Motion.

24 COMMISSIONER MILLER: Second.

25 THE VICE CHAIRMAN: Motion Mustilli,

1 second Miller.

2 Clerk, call the roll.

3 MS. GILMORE: Commissioner Choffo.

4 COMMISSIONER CHOFFO: Aye.

5 MS. GILMORE: Commissioner Kinsella.

6 COMMISSIONER KINSELLA: Aye.

7 MS. GILMORE: Commissioner Mustilli.

8 COMMISSIONER MUSTILLI: Aye.

9 MS. GILMORE: Commissioner Miller.

10 COMMISSIONER MILLER: Aye.

11 MS. GILMORE: Commissioner Mustilli.

12 COMMISSIONER MUSTILLI: Aye.

13 MS. GILMORE: Acting Chairman

14 Pettigrew.

15 THE VICE CHAIRMAN: Thank you, thank  
16 you. I knew you'd get it straight.

17 Aye.

18 All right. Do we have communications?

19 We have a letter from St. John's Church?

20 DIRECTOR LUCAS: Yes, we do.

21 MS. GILMORE: "Dear Friends at the

22 Housing Authority: Joan Michaelson has arranged

23 for the meals being served at St. John's Feed the

24 Hungry on January 23, 2020 in your honor for your

25 hard work and dedication.

1            "We will also keep you in our daily  
2 prayers.

3            Blessings to you and yours, Father  
4 Bismark."

5            THE VICE CHAIRMAN: Thank you.

6            Okay. Executive report. Mr. Lucas.

7            DIRECTOR LUCAS: Yes. Copies of the  
8 minutes of the meeting of December 10, 2019 were  
9 mailed to all Commissioners, Counsel Manfredi and  
10 the Mayor's office.

11            Cycle painting, which is underway. I  
12 just gave you a sheet -- Danny, where's that one  
13 sheet? I'm sorry. I would have to say for the  
14 record that Gene has been doing an absolute  
15 fantastic job of making sure that we're doing  
16 everything the way we're supposed to do it. He's  
17 not a pat-on-the-back guy, but I think he needs  
18 to be recognized as one of the guys that's just  
19 really handled this in a way that made it a lot  
20 easier for me.

21            As you see in front of you -- mine I  
22 did a little, it's colored, so I apologize,  
23 you're going to have to follow along with me.

24            The original contract number was  
25 346860, the amount for painting the apartments

1 was 285. Now, we've turned over some of the  
2 apartments in the past which don't need to be  
3 painted, which we allotted for. The amount that  
4 we signed from the turnovers in the last year, or  
5 couple years, is 61,570. Credit for the  
6 mislabeled apartments, which some apartments were  
7 labeled as two bedrooms when they were only one,  
8 so we also saved money. The difference was  
9 \$1,100, coming to the total money left in the  
10 contract of 62,670.

11 So we have the apartment and the  
12 basement doors; we figured with the money left  
13 over, that we would get those painted for our  
14 tenants. We also have the place where we hold  
15 all the parties for the kids and Christmas and  
16 Easter and stuff like that, we're also getting  
17 that painted as well. We'll still put another  
18 27,470 to the kitty that we saved.

19 So, Gene, anything else on that? As  
20 far as all the apartments are painted already. I  
21 just want to give an overview.

22 MR. GILMORE: The Kingsland Court is  
23 pretty much done except for the doors because of  
24 the change. Harrison Gardens, all the apartments  
25 are done, the doors are in progress right now.

1 The hallways, ceilings, railings, and the kick  
2 plates on the stairs are all done.

3 We have to schedule the landings at  
4 night, and what they do is come in about 2  
5 o'clock in the morning and paint the landings,  
6 and we let the tenants know that they can't come  
7 out between, within like the four-hour window.

8 DIRECTOR LUCAS: Usually 2 to 6 a.m.

9 MR. GILMORE: Otherwise, that's it on  
10 the painting.

11 MS. GILMORE: They don't do it on the  
12 weekends.

13 DIRECTOR LUCAS: Definitely not on the  
14 weekends.

15 COMMISSIONER MILLER: I can tell you  
16 the steps were wet, so I can tell you personally  
17 I saw that the steps were painted, because we  
18 have trail marks everywhere.

19 DIRECTOR LUCAS: At our meeting we will  
20 have the necessary resolutions for the Board's  
21 execution regarding the five-year plan for  
22 2020-2024. If you count on your fingers it's  
23 2020, 2021, 2022, 2023, 2024.

24 MS. GILMORE: Five years.

25 DIRECTOR LUCAS: Five years, but when

1 you look at it, the '20 to '24 --

2 COMMISSIONER KINSELLA: It looks like  
3 four.

4 DIRECTOR LUCAS: Yes, which I got  
5 yelled at for, and Artie did too.

6 Anyway, we did have a meeting of a  
7 review, because we have to, of our five-year  
8 plan, with my tenants, and only two showed up.  
9 The meeting went well. We will send that  
10 information from that meeting to HUD just to let  
11 them know we had two people come in and ask a  
12 couple questions.

13 The staff and I enjoyed our holiday  
14 luncheon with you guys, with all the  
15 Commissioners, so thank you very much.

16 I would like to inform you that Julio  
17 DePierola resigned as of December 31st, 2019, so  
18 we don't have a security guard right now. We  
19 don't really need one in the wintertime, when we  
20 really need it is in the summertime. I am in the  
21 process of looking at different aspects of how we  
22 can combat that problem without having a  
23 full-time somebody where we have to pay the  
24 benefits and all that. We're just going to hire  
25 an outside company, but it's a process, it's



1 taken me a little bit.

2 The annual tenants Christmas party was  
3 a great success. All the children had a great  
4 time.

5 COMMISSIONER MILLER: So just, we had  
6 the same issue, so maybe some context on that.

7 DIRECTOR LUCAS: Yes, please. I would  
8 love that. If you email them to me, that would  
9 be great, because I'm in the process of it. That  
10 would be great.

11 COMMISSIONER MILLER: This is for like  
12 security....?

13 DIRECTOR LUCAS: Yeah, 24 hours. Yeah,  
14 if you have it, that would be great, Richard.

15 The annual tenants Christmas party was  
16 a great success, all the children had a great  
17 time and were happy about meeting and receiving  
18 presents from Santa, and all activities and  
19 snacks that Ms. Mathewson has prepared, Kelli  
20 Mathewson did really a fantastic job, she  
21 continues to do a fantastic job.

22 You guys know about the St. John's  
23 Church thing, and that's all I got.

24 THE VICE CHAIRMAN: Thank you.

25 Maintenance report. Gene, do you have

1 anything else besides the painting?

2 MS. GILMORE: The director's report you  
3 have to do a motion.

4 THE VICE CHAIRMAN: We'll do that under  
5 new business.

6 DIRECTOR LUCAS: Go ahead, Gene.

7 MR. GILMORE: All right. If you've  
8 seen my maintenance report, we have had six  
9 apartments that had bedbugs. As of right now we  
10 have one that's active, everything else has  
11 cleared up.

12 We had to replace the controller of the  
13 hot water heater, the hot water heater went down.  
14 PSE&G has come up and changed the gas meter in  
15 Building 4, probably to charge us more. We had  
16 to replace the bearing shafts and bushings,  
17 brushes on the large tractor for the snow. You  
18 know about the painters.

19 We also had, during the month we had to  
20 replace about 40 foot of condensate line in the  
21 boiler room. Pipes are 24 years old, so it's  
22 nothing to worry about, just usual maintenance.

23 We had to repair a door frame. The  
24 Harrison Fire Department had to bust into one of  
25 our doors for an emergency, so we fixed that up

1 and took care of that. And installed a gas line  
2 in an apartment for a dryer that didn't have one  
3 before, and took all the Christmas decorations  
4 down.

5 THE VICE CHAIRMAN: That's it?

6 MR. GILMORE: That's it. Any  
7 questions?

8 THE VICE CHAIRMAN: Okay. Old  
9 business -- do you want to still conduct the  
10 meeting, or...?

11 DIRECTOR LUCAS: I'm sorry, I just had  
12 to tell Mr. Choffo something.

13 THE VICE CHAIRMAN: Do you want to put  
14 it on the record?

15 DIRECTOR LUCAS: No, I do not. Thank  
16 you.

17 THE VICE CHAIRMAN: Okay. Can I  
18 continue running the meeting?

19 DIRECTOR LUCAS: Yes, yes,  
20 Commissioner.

21 THE VICE CHAIRMAN: Thank you. Old  
22 business. None?

23 New business. Do I have a motion to  
24 accept the Executive Director's report?

25 COMMISSIONER CHOFFO: Motion.

1 COMMISSIONER KINSELLA: Second.

2 THE VICE CHAIRMAN: Choffo, Kinsella.

3 Clerk, call the roll.

4 MS. GILMORE: Commissioner Choffo.

5 COMMISSIONER CHOFFO: Aye.

6 MS. GILMORE: Commissioner Kinsella.

7 COMMISSIONER KINSELLA: Aye.

8 MS. GILMORE: Commissioner Mustilli.

9 COMMISSIONER MUSTILLI: Aye.

10 MS. GILMORE: Commissioner Miller.

11 COMMISSIONER MILLER: Aye.

12 MS. GILMORE: Acting Chairman

13 Pettigrew.

14 THE VICE CHAIRMAN: Thank you. Yes.

15 Do I have a motion to accept the  
16 maintenance report?

17 COMMISSIONER MUSTILLI: Motion.

18 COMMISSIONER MILLER: Second.

19 THE VICE CHAIRMAN: Mustilli, Miller  
20 second.

21 MS. GILMORE: Commissioner Choffo.

22 COMMISSIONER CHOFFO: Aye.

23 MS. GILMORE: Commissioner Kinsella.

24 COMMISSIONER KINSELLA: Aye.

25 MS. GILMORE: Commissioner Miller.

1 COMMISSIONER MILLER: Aye.

2 MS. GILMORE: Commissioner Mustilli.

3 COMMISSIONER MUSTILLI: Aye.

4 MS. GILMORE: Acting Chairman

5 Pettigrew.

6 THE VICE CHAIRMAN: Thank you, yes.

7 Okay. Motion to write off a deceased  
8 tenant's rent. Do I have a motion?

9 COMMISSIONER KINSELLA: Motion.

10 COMMISSIONER MUSTILLI: Second.

11 MS. GILMORE: Commissioner Choffo.

12 COMMISSIONER CHOFFO: Aye.

13 MS. GILMORE: Commissioner Kinsella.

14 COMMISSIONER KINSELLA: Aye.

15 MS. GILMORE: Commissioner Miller.

16 COMMISSIONER MILLER: Aye.

17 MS. GILMORE: Commissioner Mustilli.

18 COMMISSIONER MUSTILLI: Aye.

19 MS. GILMORE: Acting Chairman

20 Pettigrew.

21 THE VICE CHAIRMAN: Thank you. Yes.

22 All right. Do I have a motion to approve  
23 Resolution 1434-01-20 adoption of the five-year  
24 annual plan? Do I have a motion?

25 COMMISSIONER MUSTILLI: Motion.

1 THE VICE CHAIRMAN: Mustilli.

2 COMMISSIONER KINSELLA: Second.

3 THE VICE CHAIRMAN: Kinsella.

4 MS. GILMORE: Commissioner Choffo.

5 COMMISSIONER CHOFFO: Aye.

6 MS. GILMORE: Commissioner Kinsella.

7 COMMISSIONER KINSELLA: Aye.

8 MS. GILMORE: Commissioner Miller.

9 COMMISSIONER MILLER: Aye.

10 MS. GILMORE: Commissioner Mustilli.

11 COMMISSIONER MUSTILLI: Aye.

12 MS. GILMORE: Acting Chairman

13 Pettigrew.

14 THE VICE CHAIRMAN: Yes.

15 MR. MANFREDI: No closed session today,

16 Mr. Chairman.

17 THE VICE CHAIRMAN: We have no closed  
18 session. Are we going into closed session?

19 DIRECTOR LUCAS: No, sir, no need.

20 THE VICE CHAIRMAN: All right. Any  
21 public comments? Any questions?

22 MR. KEARNEY: Michael Kearny. I just  
23 have one statement. I wish to thank the  
24 Chairman, Executive Director Lucas and the  
25 Commissioners for addressing and rectifying my

1 system with the steps. Thank you very much.

2 DIRECTOR LUCAS: You're welcome,  
3 Michael.

4 THE VICE CHAIRMAN: Thank you, Michael.

5 Okay. My favorite resolution of the  
6 night. Do I have a motion to adjourn.

7 COMMISSIONER KINSELLA: Motion.

8 COMMISSIONER MILLER: Second.

9 THE VICE CHAIRMAN: Kinsella, Miller.  
10 Clerk, call the roll.

11 MS. GILMORE: Everybody in favor?

12 (All ayes.)

13 (Whereupon the proceedings concluded at 6:15  
14 p.m.)

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CERTIFICATE

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I, SUSAN M. STYRON, Notary Public,  
R.P.R., C.S.R., of the State of New Jersey,  
License No. XIO1704, do hereby certify that the  
foregoing is a true and accurate transcript of  
the proceedings as taken stenographically by and  
before me at the time, place and on the date  
hereinbefore set forth.

I DO FURTHER CERTIFY that I am neither  
a relative nor employee nor attorney nor counsel  
of any of the parties to this action, and that I  
am neither a relative nor employee of such  
attorney or counsel, and that I am not  
financially interested in the action.



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Notary Public of the State of New Jersey  
My Certificate expires January 25, 2024  
Dated: January 29, 2020

