

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, November 21, 2017, 6 p.m.

Harrison Gardens, Bldg. #1
788 Harrison Avenue
Harrison, New Jersey 07029

PRESENT:

JAMES P. DORAN, Ed.D, CHAIRMAN
DANIEL CHOFFO, COMMISSIONER
DAWN KINSELLA, COMMISSIONER
BRUNILDA MUSTILLI, COMMISSIONER
ARTHUR PETTIGREW, COMMISSIONER
FREDERICK CONFESSORE, COMMISSIONER

EXCUSED: IRENE ALMEIDA, COMMISSIONER

ALSO PRESENT:

JOSEPH MANFREDI, ESQ. Board Attorney
MAUREEN GILMORE, Authority Staff
DOREEN COUCH, Authority Staff
GENE GILMORE, Maintenance Supervisor
JOAN MICHAELSON, Authority Staff

TRANSCRIBED BY AND BEFORE: SUSAN M. STYRON,
C.S.R., R.P.R., AND NOTARY PUBLIC OF THE STATE
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Job No. NJ2748912

1 THE CHAIRMAN: I hereby declare this
2 meeting to order, and state that this is a
3 meeting of the Harrison Housing Authority in the
4 Town of Harrison scheduled for Tuesday,
5 November 21, 2017.

6 This meeting is a regularly scheduled
7 meeting, and proper public notice of time, date,
8 location, purpose and agenda has been posted in
9 compliance with the Sunshine Law.

10 I would ask you all please join me in
11 salute to the flag.

12 (Pledge of Allegiance.)

13 THE CHAIRMAN: I'd like to ask you to
14 remain standing if you could for a moment of
15 silence. As you know, we've lost our good
16 friend, the Executive Director.

17 (Moment of silence.)

18 THE CHAIRMAN: On behalf of the
19 commissioners, we offer our staff our condolences
20 to all of you who worked with Roy. I realize
21 that we lost a good guy, and we'll have some
22 discussions today as to how we're moving forward.

23 Clerk, call the roll.

24 MS. GILMORE: Commissioner Almeida,
25 absent.

1 Commissioner Choffo.
2 COMMISSIONER CHOFFO: Here.
3 MS. GILMORE: Commissioner Confessore.
4 COMMISSIONER CONFESSORE: Here.
5 MS. GILMORE: Commissioner Kinsella.
6 COMMISSIONER KINSELLA: Here.
7 MS. GILMORE: Commissioner Mustilli.
8 COMMISSIONER MUSTILLI: Here.
9 MS. GILMORE: Commissioner Pettigrew.
10 COMMISSIONER PETTIGREW: Here.
11 MS. GILMORE: Dr. Doran.
12 THE CHAIRMAN: Here.
13 Can I have a motion to approve the
14 minutes of the October 4, 2017 meeting?
15 COMMISSIONER PETTIGREW: Motion.
16 COMMISSIONER KINSELLA: Second.
17 THE CHAIRMAN: Motion made by
18 Pettigrew, seconded by Kinsella.
19 Clerk, call the roll.
20 MS. GILMORE: Commissioner Choffo.
21 COMMISSIONER CHOFFO: Aye.
22 MS. GILMORE: Commissioner Confessore.
23 COMMISSIONER CONFESSORE: Aye.
24 MS. GILMORE: Commissioner Kinsella.
25 COMMISSIONER KINSELLA: Aye.

1 MS. GILMORE: Commissioner Mustilli.

2 COMMISSIONER MUSTILLI: Aye.

3 MS. GILMORE: Commissioner Pettigrew.

4 COMMISSIONER PETTIGREW: Aye.

5 MS. GILMORE: Dr. Doran.

6 THE CHAIRMAN: Aye.

7 I'm just going to go off the agenda a
8 little bit. The Personnel Committee met, we have
9 eight applications for the maintenance position
10 we posted at the last meeting.

11 COMMISSIONER CHOFFO: Ten.

12 COMMISSIONER KINSELLA: Ten.

13 MS. GILMORE: Nine.

14 THE CHAIRMAN: I could have swore I
15 counted eight. That's all right. Whatever it
16 is, it is. We're going to schedule interviews.
17 Maureen, if you can contact the people for
18 December 6th is the day of our next meeting,
19 and we're going to interview everybody that
20 afternoon. So every 20 minutes.

21 MS. GILMORE: Okay. Starting at
22 2 o'clock?

23 THE CHAIRMAN: We'd like to start at 3.

24 MS. GILMORE: Three, okay, no problem.

25 THE CHAIRMAN: I'll provide the

1 Personnel Committee with pizza, whatever. Do we
2 have the budget for that? Okay.

3 Gene, can you be there on the 6th, is
4 that possible?

5 MR. GILMORE: Sure, yeah.

6 THE CHAIRMAN: Okay. So we can
7 interview the applicants. Hopefully it will be
8 fairly obvious and glaring to us who we want to
9 appoint and we'll make a recommendation to the
10 Board.

11 COMMISSIONER CHOFFO: I'll make a
12 motion to go into closed section.

13 COMMISSIONER PETTIGREW: Second.

14 THE CHAIRMAN: Motion made to go into
15 executive session by Choffo, seconded by
16 Pettigrew.

17 Clerk, call the roll.

18 MS. GILMORE: Commissioner Choffo.

19 COMMISSIONER CHOFFO: Aye.

20 MS. GILMORE: Commissioner Confessore.

21 COMMISSIONER CONFESSORE: Aye.

22 MS. GILMORE: Commissioner Kinsella.

23 COMMISSIONER KINSELLA: Aye.

24 MS. GILMORE: Commissioner Mustilli.

25 COMMISSIONER MUSTILLI: Aye.

1 MS. GILMORE: Commissioner Pettigrew.

2 COMMISSIONER PETTIGREW: Aye.

3 MS. GILMORE: Dr. Doran.

4 THE CHAIRMAN: Aye. Thanks Maureen.

5 (Whereupon proceedings go into closed session
6 under separate cover.)

7 (Back into open session)

8 COMMISSIONER CHOFFO: I make a motion
9 to come out of closed session.

10 COMMISSIONER KINSELLA: Motion.

11 THE CHAIRMAN: Motion made and
12 seconded.

13 Clerk, call the roll.

14 MS. GILMORE: Commissioner Choffo.

15 COMMISSIONER CHOFFO: Aye.

16 MS. GILMORE: Commissioner Confessore.

17 COMMISSIONER CONFESSORE: Aye.

18 MS. GILMORE: Commissioner Kinsella.

19 COMMISSIONER KINSELLA: Aye.

20 MS. GILMORE: Commissioner Mustilli.

21 COMMISSIONER MUSTILLI: Aye.

22 MS. GILMORE: Commissioner Pettigrew.

23 COMMISSIONER PETTIGREW: Aye.

24 MS. GILMORE: Dr. Doran.

25 THE CHAIRMAN: Aye. I'm moving along

1 with some of the agenda, I'm going to open up
2 discussion on some of the things we talked about.

3 A motion to approve the water bills.

4 COMMISSIONER PETTIGREW: Motion.

5 COMMISSIONER KINSELLA: Second.

6 THE CHAIRMAN: Motion made and
7 seconded. Pettigrew and Kinsella.

8 Clerk, call the roll.

9 MS. GILMORE: Commissioner Choffo.

10 COMMISSIONER CHOFFO: Aye.

11 MS. GILMORE: Commissioner Confessore.

12 COMMISSIONER CONFESSORE: Aye.

13 MS. GILMORE: Commissioner Kinsella.

14 COMMISSIONER KINSELLA: Aye.

15 MS. GILMORE: Commissioner Mustilli.

16 COMMISSIONER MUSTILLI: Aye.

17 MS. GILMORE: Commissioner Pettigrew.

18 COMMISSIONER PETTIGREW: Aye.

19 MS. GILMORE: Dr. Doran.

20 THE CHAIRMAN: Aye.

21 Motion to approve all other bills.

22 COMMISSIONER CHOFFO: I have one
23 question, before you do that.

24 THE CHAIRMAN: Sure.

25 COMMISSIONER CHOFFO: It's simple.

1 ServPro; was that the fire?

2 MS. GILMORE: The fire, yes.

3 THE CHAIRMAN: We had a fire?

4 COMMISSIONER CHOFFO: You were just
5 talking about it, the fire in the apartment.

6 People were calling for the apartment already and
7 there wasn't even news that the fire went out.

8 THE CHAIRMAN: Oh, that's just getting
9 paid now? That was back in July.

10 MS. GILMORE: Yeah, they weren't done
11 until October.

12 THE CHAIRMAN: Oh, okay.

13 COMMISSIONER MUSTILLI: Somebody is in
14 there.

15 MS. GILMORE: Right.

16 THE CHAIRMAN: Motion made and
17 seconded.

18 COMMISSIONER PETTIGREW: Motion.

19 COMMISSIONER CHOFFO: Second.

20 THE CHAIRMAN: Clerk, call the roll.

21 MS. GILMORE: Commissioner Choffo.

22 COMMISSIONER CHOFFO: Aye.

23 MS. GILMORE: Commissioner Confessore.

24 COMMISSIONER CONFESSORE: Aye.

25 MS. GILMORE: Commissioner Kinsella.

1 COMMISSIONER KINSELLA: Aye.

2 MS. GILMORE: Commissioner Mustilli.

3 COMMISSIONER MUSTILLI: Aye.

4 MS. GILMORE: Commissioner Pettigrew.

5 COMMISSIONER PETTIGREW: Aye.

6 MS. GILMORE: Dr. Doran.

7 THE CHAIRMAN: Aye.

8 Communications?

9 MS. GILMORE: We received a letter from
10 our insurance, HAI Group.

11 "Thank you for your time during the
12 recent survey of Harrison Housing Authority
13 conducted on October 24th, 2017. The following
14 recommendations are being submitted as a result
15 of this inspection. Completion of these
16 recommendation will assist in reducing existing
17 loss potentials. Please be as specific as
18 possible regarding the progress you're making,
19 any funding you will be receiving or the
20 obstacles you face regarding the implementation
21 of the recommendations.

22 "You may now update HAI Group on the
23 status of the recommendations online. All open
24 recommendations may be accessed in your
25 organization's risk action management plan.

1 (RAMP). Please sign into your RAMP, select Risk
2 Awareness and then Recommendations. You may edit
3 the recommendation status on that page. If you
4 do not wish to respond using the RAMP online
5 tool, you may email me with your response. If
6 you need assistance with accessing RAMP, please
7 contact me.

8 "Please respond to these
9 recommendations by February 1, 2018. If I may
10 clarify the recommendations or answer any
11 questions, please contact me.

12 "Sincerely, Ariana Parker, Risk Control
13 Specialist."

14 THE CHAIRMAN: Okay. Some of the items
15 that they've discussed in this communication
16 we're going have to take a look at and see if,
17 you know, they conflict with even local. I don't
18 know what the policy is, Joe, I'll have to take a
19 look at it, the policy regarding the use of
20 outdoor barbecue grills.

21 MS. GILMORE: Yes, I sent it over to
22 Joe's office already. The Housing Authority
23 insurance gave us a form we could use, a policy.
24 It's actually just gas grills, but there was a
25 problem because one of the tenants had a barbecue

1 coal grill, and that was her biggest.

2 THE CHAIRMAN: Well, they're kind of
3 coming back in style again, the old-fashioned
4 coal grills.

5 MS. GILMORE: I know. As long as we
6 have a policy that states it, that's covering us,
7 which I gave to Joe already to review for legal.

8 MR. MANFREDI: Mr. Chairman, I would
9 like to review with you because some of the
10 provisions, as Maureen pointed out, I think they
11 conflict with our local code. One of the lines
12 encouraged people to keep water nearby and
13 address the fire themselves, which obviously you
14 may not want to be instructing people to do that.

15 THE CHAIRMAN: That's a hot one.

16 MS. GILMORE: Also, the playground
17 equipment, they're fixing that now. The photo
18 luminous exit signs which we have now which OSHA
19 approved, they are, our insurance company wants
20 it lighted now, electrical, which we've already
21 talked to the engineer to include it, because we
22 have to upgrade our -- we have Federal Pacific in
23 all our boxes. We have that upgraded. That's in
24 our five-year plan. I told her already. I
25 answered all the questions for her, so we're

1 okay.

2 And then also, like some of the stuff
3 with fire-reduced potential, like hazards on cans
4 and all of that we've gotten already.

5 COMMISSIONER PETTIGREW: Just a
6 question on the playground.

7 THE CHAIRMAN: Go ahead.

8 COMMISSIONER PETTIGREW: What is the
9 age of that playground now?

10 MR. GILMORE: We were just upgrading it
11 last year.

12 COMMISSIONER PETTIGREW: What year was
13 it put in?

14 MR. GILMORE: A while ago. I couldn't
15 tell you offhand. It's about 12 years old.

16 THE CHAIRMAN: The one in Kingsland
17 Court?

18 MS. GILMORE: Yeah.

19 COMMISSIONER PETTIGREW: They were done
20 at the same time; correct?

21 MR. GILMORE: Yes.

22 COMMISSIONER PETTIGREW: Because
23 playground equipment usually just lasts maybe 15
24 or 20 years.

25 THE CHAIRMAN: I don't think it's that

1 old. How old is it?

2 MR. GILMORE: Twelve.

3 THE CHAIRMAN: Is it?

4 MS. GILMORE: Yeah. They just fixed
5 all the matting and everything.

6 MR. GILMORE: We just upgraded all the
7 decking and everything on it. The only thing
8 that's not really original is the poles.

9 THE CHAIRMAN: Okay.

10 MR. GILMORE: Because of the new
11 protocol for playgrounds, we really couldn't
12 change much. So what we did was spend like
13 \$30,000, and the maintenance department replaced
14 all the decking.

15 THE CHAIRMAN: Okay.

16 MR. GILMORE: The one part that she's
17 talking about was one that we have. We haven't
18 replaced it because of the work, we were going to
19 wait until after the kids weren't using it,
20 because we're going to have to cut it out to
21 replace it, but everything else has been
22 replaced.

23 THE CHAIRMAN: Okay. So it's just the
24 one piece that has to be replaced?

25 MR. GILMORE: Yes.

1 THE CHAIRMAN: Okay. Keep me
2 up-to-date on when you do it.

3 MR. GILMORE: Sure.

4 THE CHAIRMAN: The next one?

5 MS. GILMORE: Okay. "This
6 correspondence will serve to advise you that your
7 request for a delay in complying with the Order
8 to Comply is warranted due to the consideration
9 by this office for the following factors.

10 "A good-faith compliance effort has
11 been demonstrated. The employee representatives
12 and/or affected employees have been given notice
13 of their right to comment on this request for
14 extension by the employer. The 10-day comment
15 period for response has elapsed with no
16 substantive objection received.

17 "The final determination of your
18 abatement date extension request is based on your
19 documented agreement to comply with the Order to
20 Comply by December 4, 2017. A follow-up
21 inspection will be ordered to confirm the
22 abatement either upon notice of completion or
23 within five days of the new abatement date. If
24 compliance has not been affected, penalties will
25 be issued within 20 days of such determination.

1 "Should you require additional
2 assistance with your efforts to maintain a safe
3 and healthful workplace for your employees,
4 please contact this office.

5 "Thank you for your cooperation and
6 continuing concern regarding the safety of your
7 employees.

8 "Sincerely James Revak."

9 THE CHAIRMAN: And that's from?

10 MS. GILMORE: OSHA.

11 THE CHAIRMAN: Regarding the inspection
12 they did last summer?

13 MS. GILMORE: Yes. They inspected it
14 and he just fine-tuned a couple of our policies.
15 He put a few comments in, and we have to change
16 two other things, and that's it. And we had to
17 put more signs up.

18 THE CHAIRMAN: Now, when we change a
19 policy, does that come before the Board?

20 MS. GILMORE: No. It's in regard to
21 the emergency occupancy policy that we have with
22 Joe. He just added some other things into it.
23 Emergency occupation policy.

24 THE CHAIRMAN: I think, if I recall on
25 policy changes, that's specifically the role of

1 the Board. So that if we change a policy in any
2 way, that actually should come back to the Board.

3 So if you want to look back for the
4 last six months or so, any policies that have
5 changed should really be put to the Board for a
6 vote. Because it really then isn't a policy
7 until the Board votes on it.

8 MS. GILMORE: Yeah. Well, we never
9 actually had these policies.

10 THE CHAIRMAN: Right, but for new
11 policies. Does that require a first, second and
12 third reading?

13 MR. MANFREDI: No, just one. As OSHA
14 finds it acceptable, we bring it to the Board for
15 adoption. Because it's not a policy until the
16 Board adopts it.

17 MS. GILMORE: And we just have to wait
18 for them to approve it. They added some
19 comments.

20 THE CHAIRMAN: All right. But just
21 moving forward, if we have to change any policy,
22 or move a policy, make sure it comes to the
23 Board.

24 MS. GILMORE: Yes, because we have to
25 update a bunch of policies now.

1 THE CHAIRMAN: Okay.

2 MS. GILMORE: And then the last one is
3 from Mr. Donald J. Lavoy from the U.S. Department
4 of Housing and Urban Development where it's our
5 PHAScore Report. We're considered a high
6 performer again.

7 THE CHAIRMAN: Good.

8 MS. GILMORE: So we got a score of 94.

9 THE CHAIRMAN: Is that a brand new, is
10 this this year's PHAScore or is it a
11 memorialization of the score we had?

12 MS. GILMORE: No, this is this year's.
13 Ended March 30, 17.

14 THE CHAIRMAN: So the next score will
15 not be out until -- so I've seen this score
16 before?

17 MS. GILMORE: Yes. Because each
18 different year, it depends when our audit was
19 done.

20 THE CHAIRMAN: I got you. Well, credit
21 to Roy and staff here the fact that it's a high
22 performance score. Having now finished some of
23 my classes and I've gotten to understand what
24 some of those things mean, it's more meaningful
25 that, to see the effort that goes into that. So

1 good luck, and keep us posted as to when the
2 new -- that's yearly, isn't it, the PHAScore?

3 MS. GILMORE: Yes.

4 THE CHAIRMAN: Okay. Good job,
5 everyone.

6 We changed it to we have a management
7 office report.

8 MS. GILMORE: I didn't know what to
9 call it.

10 THE CHAIRMAN: Does anybody have any
11 questions on that?

12 Okay. Do we have a maintenance report?
13 Gene, do you have any report, or just accept the
14 report. Do you have anything to comment on?

15 MR. GILMORE: No, just that we're just
16 still working on -- I'm not quite happy with the
17 way the blacktop has come out, I believe that was
18 on there. So I'm working with Chris right now on
19 the problem, especially the surface itself. It
20 seems to have a sprawling -- it's just not right.

21 THE CHAIRMAN: How did it do in the
22 rain?

23 MR. GILMORE: Not bad. I mean, there
24 were some puddles. It's quite a large area, but
25 they're not large. I'm just afraid that the --

1 once we start plowing it that we're not going to
2 be, we're going to pick up little pieces at a
3 time. So I will update you once I -- we're going
4 to have a meeting with them hopefully next week
5 on site.

6 THE CHAIRMAN: Okay.

7 MR. GILMORE: If you would like to be
8 there or someone would like to be there, I'll let
9 you know.

10 THE CHAIRMAN: All right, yeah. Let me
11 know when it's going to be.

12 Motion to accept the maintenance
13 report.

14 COMMISSIONER CHOFFO: I make a motion.

15 COMMISSIONER PETTIGREW: Second.

16 THE CHAIRMAN: Roll call. Clerk, call
17 the roll, motion made and seconded.

18 MS. GILMORE: Commissioner Choffo.

19 COMMISSIONER CHOFFO: Aye.

20 MS. GILMORE: Commissioner Confessore.

21 COMMISSIONER CONFESSORE: Aye.

22 MS. GILMORE: Commissioner Kinsella.

23 COMMISSIONER KINSELLA: Aye.

24 MS. GILMORE: Commissioner Mustilli.

25 COMMISSIONER MUSTILLI: Aye.

1 MS. GILMORE: Commissioner Pettigrew.

2 COMMISSIONER PETTIGREW: Aye.

3 MS. GILMORE: Dr. Doran.

4 THE CHAIRMAN: Aye. Any old business
5 anyone wants to discuss?

6 MS. MICHAELSON: I would just like to
7 say last week Maureen and I met with Melissa
8 regarding the smoke-free policy, and at the
9 December meeting we'll be able to present it for
10 approval.

11 THE CHAIRMAN: Is that still going to
12 go through, you think, Joan?

13 MS. MICHAELSON: Oh, it's going
14 through. But I've been able to find the American
15 Lung Association will provide us with some monies
16 to offer programs for people committed to not
17 smoking. And we're going try to do that.

18 THE CHAIRMAN: Somebody told me that
19 the feds were going to nix the policy.

20 MS. MICHAELSON: Well, right now
21 they're not nixing it. And those changes will
22 come before the Board, and that will affect the
23 ACOS, we'll have an open hearing and it will have
24 to be published. So Melissa and I will have it.

25 THE CHAIRMAN: Okay, thank you.

1 As far as new business goes, the
2 Personnel Committee will be doing interviews for
3 the maintenance position on the 6th of
4 December.

5 We've also asked our attorney, Joe
6 Manfredi, to give us a posting for both full-time
7 and part-time. We're not exactly sure where the
8 board is going to go yet as far as replacement of
9 Roy. So that posting is going to be out probably
10 within the next, whatever it will take, maybe a
11 week or so.

12 MR. MANFREDI: Yes.

13 THE CHAIRMAN: And we'll get that
14 posted. There's a resolution on there tonight.
15 As many of you know, after Roy passed away Joe
16 and I sent a letter to inform HUD, for which they
17 informed us back that I will be the acting
18 executive director until further notice so that
19 the day-to-day business would continue. So I'll
20 work with Maureen. There are a couple of things
21 I just want to make sure, and I want to discuss
22 with you as far as personnel records and make
23 sure that they're all secure where they should
24 be.

25 Gene, I want to talk to you about do we

1 have a policy on the cameras, and given the
2 access to the cameras, should I need it? So the
3 Board has to discuss that also.

4 MR. GILMORE: Oh, sure.

5 THE CHAIRMAN: And anything that you
6 think of, Maureen and staff here, that I should
7 need to know, you know, to let me know, and we'll
8 take it from there.

9 I mean, don't hesitate. Call me daily,
10 you know, on things that need to be decisions.
11 Instead of having to defend it, I would rather
12 you say that you spoke to me about it and this is
13 what we're doing for the short term. So feel
14 free to do so. I'll try to avail myself as much
15 as I can to make sure that you guys have the
16 direction and so forth that you need.

17 If it's an emergency and you can't get
18 me, then talk to Vice Chair Artie, but normally
19 for the most part you can get me on my cell phone
20 all of the time, so it's not really that much of
21 a problem. But if there is, you know, some type
22 of emergency, reach out. And of course if
23 there's an emergency or whatever, I'll reach out
24 to the other Board members to make sure you guys
25 are kept abreast of what's happening.

1 But any day-to-day decisions you need
2 we can spend 10 minutes a day if you need or
3 whatever to go over things to keep the place
4 going and get somebody to take over to help.

5 Which leads me to our next one. We're
6 passing a resolution tonight to honor the service
7 of Roy to the Harrison Housing Authority. And
8 I'm sure he's going to be sadly missed by all of
9 us, and especially those that worked with him
10 every day.

11 And we have a resolution to approve the
12 payroll contract, and everyone is okay with that?
13 Okay, good.

14 All right. So can I have a motion to
15 approve the resolutions? And I think when we do
16 that, we don't need a resolution to do the
17 posting; do we?

18 MR. MANFREDI: No.

19 THE CHAIRMAN: But with those approvals
20 to include a motion to post for the position of
21 Executive Director.

22 COMMISSIONER CONFESSORE: Motion.

23 THE CHAIRMAN: I'm going to include all
24 of those together.

25 COMMISSIONER KINSELLA: Second.

1 THE CHAIRMAN: Okay. Motion is made by
2 Confessore, seconded by Kinsella.

3 Clerk, call the roll.

4 MS. GILMORE: Commissioner Choffo.

5 COMMISSIONER CHOFFO: Aye.

6 MS. GILMORE: Commissioner Confessore.

7 COMMISSIONER CONFESSORE: Aye.

8 MS. GILMORE: Commissioner Kinsella.

9 COMMISSIONER KINSELLA: Aye.

10 MS. GILMORE: Commissioner Mustilli.

11 COMMISSIONER MUSTILLI: Aye.

12 MS. GILMORE: Commissioner Pettigrew.

13 COMMISSIONER PETTIGREW: Aye.

14 MS. GILMORE: Chairman Doran.

15 THE CHAIRMAN: Aye.

16 Do I have a motion to adjourn?

17 MS. GILMORE: Wait. We have one more
18 motion. To write off the deceased tenant's rent
19 in the amount of 747.

20 THE CHAIRMAN: No, I did all those
21 resolutions together.

22 MS. GILMORE: Oh, okay. Then that's
23 it.

24 COMMISSIONER PETTIGREW: Motion to
25 adjourn.

1 COMMISSIONER KINSELLA: Second.

2 THE CHAIRMAN: Motion made and seconded
3 to adjourn. All those in favor say aye.

4 (All ayes.)

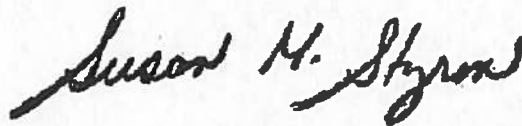
5 (Whereupon the proceedings concluded at 6:40
6 p.m.)

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CERTIFICATE

I, SUSAN M. STYRON, Notary Public,
R.P.R., C.S.R., of the State of New Jersey,
License No. XI01704, 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.



Notary Public of the State of New Jersey

My Certificate expires January 25, 2019

Dated: December 4, 2017