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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, December 8, 2020, 6 p.m.
Harrison Gardens, Bldg. #1
788 Harrison Avenue
Harrison, New Jersey 07029

PRESENT:

- JAMES P. DORAN, Ed.D, CHAIRMAN
- ARTHUR PETTIGREW, VICE CHAIRMAN
- DANIEL CHOFFO, COMMISSIONER
- BRUNILDA MUSTILLI, COMMISSIONER
- FREDERICK CONFESSORE, COMMISSIONER
- RICHARD MILLER, COMMISSIONER

EXCUSED: DAWN KINSELLA, COMMISSIONER

ALSO PRESENT:

- RAYMOND LUCAS, Executive Director
- DAWN KINSELLA, COMMISSIONER
- JOSEPH MANFREDI, ESQ. Board Attorney
- MAUREEN GILMORE, Authority Staff
- DOREEN COUCH, Authority Staff
- GENE GILMORE, Maintenance Supervisor
- MIKE CARLON, Accountant
- DAVID CIARRACCO, Modernization Coordinator

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

9 Please join me in salute to the flag.
10 (Pledge of Allegiance.)

11 THE CHAIRMAN: Clerk, please call the
12 roll.

13 MS. GILMORE: Commissioner Choffo.

14 COMMISSIONER CHOFFO: Present.

15 MS. GILMORE: Commissioner Confessore.

16 COMMISSIONER CONFESSORE: Here.

17 MS. GILMORE: Commissioner Kinsella,
18 absent.

19 Commissioner Miller.

20 COMMISSIONER MILLER: Here.

21 MS. GILMORE: Commission Mustilli.

22 COMMISSIONER MUSTILLI: Here.

23 MS. GILMORE: Commissioner Pettigrew.

24 COMMISSIONER PETTIGREW: Here.

25 MS. GILMORE: Dr. Doran.

1 THE CHAIRMAN: Here.

2 Can I have a motion to approve the
3 minutes of the November 17 meeting?

4 COMMISSIONER PETTIGREW: Motion.

5 COMMISSIONER CONFESSORE: Second.

6 THE CHAIRMAN: Motion made and
7 seconded.

8 Clerk, call the roll.

9 MS. GILMORE: Commissioner Choffo.

10 COMMISSIONER CHOFFO: Aye.

11 MS. GILMORE: Commissioner Miller.

12 COMMISSIONER MILLER: Aye.

13 MS. GILMORE: Commissioner Mustilli.

14 COMMISSIONER MUSTILLI: Aye.

15 MS. GILMORE: Commissioner Confessore.

16 COMMISSIONER CONFESSORE: Aye.

17 MS. GILMORE: Commissioner Pettigrew.

18 COMMISSIONER PETTIGREW: Aye.

19 MS. GILMORE: Dr. Doran.

20 THE CHAIRMAN: Aye.

21 Do you want to have any discussion? I
22 know, Rich, you did receive some budget
23 information. Before we move on the motion to
24 approve the bills, anything you want to say or
25 questions you might have?

1 COMMISSIONER MILLER: Thank you very
2 much for getting me the information, it was
3 exactly what I was looking for.

4 Going forward I was hoping maybe we
5 could have the budget for '21 or '22, which
6 starts in April 1st, that we can do it in some
7 type of work session so we can come up with
8 priorities in terms of what we'd like to see done
9 in the future, and this way I can get a better
10 understanding of how some things are calculated.

11 And this way, by way of example, we
12 voted in the budget that shows up, we voted for
13 the security guard, then other items, line items
14 are bust. I don't mean bust in the -- being a
15 huge number, but if it's over budget shouldn't we
16 vote for it the same way, by way of example,
17 voting for the line item for new security guards,
18 which is \$11,000. Right now, from what my
19 understanding was from the last meeting from
20 counsel, Joe, that we vote on the payroll
21 expenses once a year, but if there is an overage
22 or overtime numbers that break it, up until now
23 we have not known about it as Board members.

24 By sending out the budget on Excel
25 spreadsheets, it's clear that we've had some

1 exposure to COVID, not the disease but the
2 expense side, and that type of stuff should be
3 explained to us on a monthly basis, those kind of
4 variances.

5 DIRECTOR LUCAS: Not a problem.

6 THE CHAIRMAN: Would this be helpful?
7 Do you want me to maybe get a couple of
8 volunteers and we'll form, I'll make a motion to
9 form a budget committee, and if it's your
10 prerogative, if it's all right I'll have
11 Commissioner Choffo, Commissioner Miller and
12 Commissioner Pettigrew on it.

13 COMMISSIONER MILLER: Does Commissioner
14 Choffo have to move? Because right now it
15 doesn't look like he's going to.

16 MS. GILMORE: Excuse me, I'm sorry.
17 Would that be the finance committee?

18 THE CHAIRMAN: Do we have a finance
19 committee?

20 MS. GILMORE: Yes, we do, we do.

21 THE CHAIRMAN: Who's on that?

22 MS. GILMORE: Freddie Confessore, Dan
23 Choffo and you.

24 THE CHAIRMAN: All right. Rich, you
25 can take my place on the finance committee.

1 COMMISSIONER MILLER: Okay.

2 THE CHAIRMAN: I think I would be
3 ex-officio anyway.

4 MS. GILMORE: Joe, can we just do this
5 now, or do we have to wait?

6 MR. MANFREDI: Yes, the Chair can
7 appoint members of the committee.

8 MS. GILMORE: Okay.

9 THE CHAIRMAN: All right. So that's
10 going to be -- Maureen, would you send me a list
11 of any committees we have? I haven't seen that.

12 MS. GILMORE: Yes. It's from June,
13 last June. I'll send that you.

14 DIRECTOR LUCAS: Send that to
15 everybody, Mo.

16 THE CHAIRMAN: Yes, send it to
17 everybody.

18 MS. GILMORE: Yes.

19 THE CHAIRMAN: And, Ray, I'll leave it
20 up to you to set up the finance committee, and
21 this way you can discuss some of those issues.

22 DIRECTOR LUCAS: Not a problem, Dr. D.

23 THE CHAIRMAN: I see Mike on -- is Mike
24 Carlon on? Are you there, Michael?

25 MR. CARLON: I'm here, yes.

1 THE CHAIRMAN: All Right. And maybe,
2 Mike, you might want to contribute to that when
3 that committee meets, and maybe assist them with
4 any questions or anything like that.

5 MR. CARLON: Yes, definitely.
6 Absolutely.

7 THE CHAIRMAN: All right. With that
8 being said, can I have a motion to approve the
9 bills for this month?

10 COMMISSIONER CONFESSORE: Motion.

11 THE CHAIRMAN: Motion by Confessore.
12 Second?

13 COMMISSIONER PETTIGREW: Second.

14 THE CHAIRMAN: Second by Pettigrew.
15 Clerk, call the roll.

16 MS. GILMORE: Commissioner Choffo.

17 COMMISSIONER CHOFFO: Aye.

18 MS. GILMORE: Commissioner Miller.

19 COMMISSIONER MILLER: Aye.

20 MS. GILMORE: Commissioner Mustilli.

21 COMMISSIONER MUSTILLI: Aye.

22 MS. GILMORE: Commissioner Confessore.

23 COMMISSIONER CONFESSORE: Aye.

24 MS. GILMORE: Commissioner Pettigrew.

25 COMMISSIONER PETTIGREW: Aye.

1 MS. GILMORE: Dr. Doran.

2 THE CHAIRMAN: Aye.

3 Okay. Any communications?

4 MS. GILMORE: None.

5 THE CHAIRMAN: Okay. Executive
6 Director's report. Ray?

7 DIRECTOR LUCAS: I gave it to
8 everybody. I just wanted you guys to pay special
9 attention to the, we have a temperature reader in
10 the front of our building and in front of the
11 maintenance department, so when the guys walk in
12 they get their temperature read. It's facial
13 recognition software. Anybody that is above the
14 number of normal goes home immediately. So we
15 have more protection against the coronavirus
16 coming into the office and into the maintenance
17 room. Other than that, it's kind of business as
18 usual. The CDC has put out different rules and
19 stuff that we're following and we're up to par.

20 Other than that, I mean, the Plexiglas
21 is up on everybody's desk. There's nobody not
22 here on a daily basis, so we're good to go.
23 We're running at full capacity.

24 THE CHAIRMAN: Great.

25 Okay. Motion to approve the Executive

1 Director's report.

2 COMMISSIONER PETTIGREW: Motion.

3 COMMISSIONER CONFESSORE: Second.

4 THE CHAIRMAN: Motion by Pettigrew,
5 second by Confessore.

6 Clerk, call the roll.

7 MS. GILMORE: Commissioner Choffo.

8 COMMISSIONER CHOFFO: Aye.

9 MS. GILMORE: Commissioner Miller.

10 COMMISSIONER MILLER: Aye.

11 MS. GILMORE: Commissioner Mustilli.

12 COMMISSIONER MUSTILLI: Aye.

13 MS. GILMORE: Commissioner Confessore.

14 COMMISSIONER CONFESSORE: Aye.

15 MS. GILMORE: Commissioner Pettigrew.

16 COMMISSIONER PETTIGREW: Aye.

17 MS. GILMORE: Dr. Doran.

18 THE CHAIRMAN: Aye.

19 Any questions on the maintenance report
20 anyone?

21 (No response.)

22 THE CHAIRMAN: Okay. Can I have a
23 motion to approve the maintenance report?

24 COMMISSIONER CONFESSORE: Motion.

25 COMMISSIONER MUSTILLI: Motion.

1 COMMISSIONER MILLER: Second.

2 THE CHAIRMAN: Motion by Confessore,
3 second by Miller.

4 Clerk, call the roll.

5 MS. GILMORE: Commissioner Choffo.

6 COMMISSIONER CHOFFO: I vote aye.

7 MS. GILMORE: Commissioner Miller.

8 COMMISSIONER MILLER: Aye.

9 MS. GILMORE: Commissioner Mustilli.

10 COMMISSIONER MUSTILLI: Aye.

11 MS. GILMORE: Commissioner Confessore.

12 COMMISSIONER CONFESSORE: Aye.

13 MS. GILMORE: Commissioner Pettigrew.

14 COMMISSIONER PETTIGREW: Aye.

15 MS. GILMORE: Dr. Doran.

16 THE CHAIRMAN: Aye.

17 Okay. Any old business?

18 DIRECTOR LUCAS: No, Dr. D.

19 THE CHAIRMAN: Everybody's got their
20 financial reports. Thank you, Ray and Maureen,
21 good job.

22 Any new business?

23 Okay. Can we have a motion to approve
24 the meetings scheduled for next year? Does
25 anyone have any questions on that, the meetings

1 scheduled for next year?

2 DIRECTOR LUCAS: If there ever is a
3 problem with the meeting schedule, you guys, we
4 have a couple more, if we didn't have a quorum
5 it's easily moved. So as long as we stay in
6 communication, Dr. D, it's always moveable.

7 THE CHAIRMAN: Okay. Are we staying
8 with the second Tuesday; is that what it is?

9 DIRECTOR LUCAS: Yes.

10 MS. GILMORE: I think you wanted to
11 change something, Ray?

12 DIRECTOR LUCAS: Did you want to change
13 it, Dr. D?

14 THE CHAIRMAN: No.

15 MS. GILMORE: No, the time, Ray.

16 DIRECTOR LUCAS: Yeah. I was wondering
17 do you guys want to move up the time so we're not
18 at 6 o'clock where everybody is basically
19 supposed to be having dinner, Dr. Doran? I mean,
20 I just wanted to put it out there.

21 THE CHAIRMAN: Yeah, Ray, we kind of
22 bet this dead horse at the town hall several
23 times.

24 DIRECTOR LUCAS: Okay.

25 THE CHAIRMAN: If you have it too early

1 people aren't home from work yet. If you have it
2 too late, it's too late for them to come. So,
3 you know, we start our meeting at 6:30, and 7,
4 I'm not so sure that that would be effective
5 either. So, I don't know, is 6 o'clock working
6 for everyone? Sometimes we have a Personnel
7 Committee meeting at 5:30.

8 DIRECTOR LUCAS: Okay.

9 THE CHAIRMAN: So any folks, any ideas?
10 Is everyone okay with that?

11 COMMISSIONER MILLER: When do you think
12 we'll be able to have in-person meetings?

13 DIRECTOR LUCAS: What do you mean by
14 in-person, Richard?

15 COMMISSIONER MILLER: You know,
16 physically.

17 THE CHAIRMAN: I think probably timing
18 that -- well, right now it probably won't be
19 January because the governor hasn't extended the
20 Executive Order yet, but I anticipate that he
21 will given the rise of coronavirus. So I kind of
22 think that's probably going to be for the
23 foreseeable future. I would say maybe spring,
24 maybe summer.

25 DIRECTOR LUCAS: Who knows, Dr. D,

1 really, who knows.

2 MR. GILMORE: Are we talking about this
3 year or next year?

4 THE CHAIRMAN: Well, I would think it
5 would be this year.

6 Okay. A motion then to approve the
7 calendar of meetings?

8 COMMISSIONER PETTIGREW: Motion.

9 COMMISSIONER MUSTILLI: Second.

10 THE CHAIRMAN: Motion by Pettigrew,
11 second by Mustilli.

12 Clerk, call the roll.

13 MS. GILMORE: Commissioner Choffo.

14 COMMISSIONER CHOFFO: Aye.

15 MS. GILMORE: Commissioner Miller.

16 COMMISSIONER MILLER: Aye.

17 MS. GILMORE: Commissioner Mustilli.

18 COMMISSIONER MUSTILLI: Aye.

19 MS. GILMORE: Commissioner Confessore.

20 COMMISSIONER CONFESSORE: Aye.

21 MS. GILMORE: Commissioner Pettigrew.

22 COMMISSIONER PETTIGREW: Aye.

23 MS. GILMORE: Dr. Doran.

24 THE CHAIRMAN: Aye.

25 Is there any public comment at all?

1 Does anyone have their hands raised, can we check
2 the chat?

3 DIRECTOR LUCAS: No, I don't have
4 anything.

5 THE CHAIRMAN: Okay. Any questions for
6 Commissioners?

7 (No response.)

8 Okay. Can I have a motion then to
9 adjourn?

10 COMMISSIONER PETTIGREW: Motion.

11 COMMISSIONER MUSTILLI: Motion.

12 COMMISSIONER CONFESSORE: Second.

13 THE CHAIRMAN: Motion by Mustilli and
14 second by Miller.

15 COMMISSIONER PETTIGREW: Fred.

16 THE CHAIRMAN: All those in favor say
17 aye.

18 (All ayes.)

19 THE CHAIRMAN: Have a great holiday,
20 everyone.

21 (Whereupon the proceedings concluded at 6:15
22 p.m.)

23

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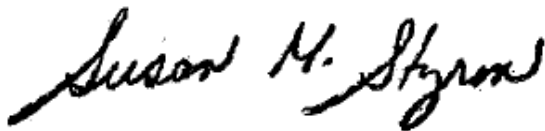
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CERTIFICATE

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, 2024

Dated: December 18, 2020

0	allegiance 2:10	bust 4:14,14	2:13,14,15,16,17
01704 1:25	anticipate 12:20	c	2:19,20,22,23,24
07029 1:6	anybody 8:13	c.s.r. 1:24 15:5	3:4,5,9,10,11,12
1	anyway 6:3	calculated 4:10	3:13,14,15,16,17
1 1:5	appoint 6:7	calendar 13:7	3:18 4:1 5:11,11
11,000 4:18	approve 3:2,24 7:8	call 2:11 3:8 7:15	5:12,13,13 6:1
17 3:3	8:25 9:23 10:23	9:6 10:4 13:12	7:10,13,16,17,18
18 15:21	13:6	capacity 8:23	7:19,20,21,22,23
1st 4:6	april 4:6	carlon 1:21 6:24	7:24,25 9:2,3,7,8,9
2	arthur 1:8	6:25 7:5	9:10,11,12,13,14
2020 1:5 2:4 15:21	assist 7:3	cdc 8:18	9:15,16,24,25 10:1
2024 15:20	attention 8:9	certificate 15:2,20	10:5,6,7,8,9,10,11
21 4:5	attorney 1:17	certify 15:6,11	10:12,13,14 12:11
22 4:5	15:12,15	chair 6:6	12:15 13:8,9,13,14
25 15:20	authority 1:1,3,18	chairman 1:7,8	13:15,16,17,18,19
5	1:19 2:3	2:1,11 3:1,6,20	13:20,21,22 14:10
5:30 12:7	avenue 1:6	5:6,18,21,24 6:2,9	14:11,12,15
6	aye 3:10,12,14,16	6:16,19,23 7:1,7	commissioners
6 1:5 11:18 12:5	3:18,20 7:17,19,21	7:11,14 8:2,5,24	14:6
6:30 12:3	7:23,25 8:2 9:8,10	9:4,18,22 10:2,16	committee 5:9,17
7	9:12,14,16,18 10:6	10:19 11:7,14,21	5:19,25 6:7,20 7:3
7 12:3	10:8,10,12,14,16	11:25 12:9,17	12:7
788 1:6	13:14,16,18,20,22	13:4,10,24 14:5,13	committees 6:11
8	13:24 14:17	14:16,19	communication
8 1:5 2:4	ayes 14:18	change 11:11,12	11:6
9	b	chat 14:2	communications
9280 15:19	basically 11:18	check 14:1	8:3
a	basis 5:3 8:22	choffo 1:9 2:13,14	compliance 2:7
able 12:12	bet 11:22	3:9,10 5:11,14,23	concluded 14:21
absent 2:18	better 4:9	7:16,17 9:7,8 10:5	confessore 1:11
absolutely 7:6	bills 3:24 7:9	10:6 13:13,14	2:15,16 3:5,15,16
accountant 1:21	bldg 1:5	ciarracco 1:22	5:22 7:10,11,22,23
accurate 15:7	board 1:17 4:23	clear 4:25	9:3,5,13,14,24
action 15:13,16	break 4:22	clerk 2:11 3:8 7:15	10:2,11,12 13:19
adjourn 14:9	brunilda 1:10	9:6 10:4 13:12	13:20 14:12
agenda 2:7	budget 3:22 4:5,12	come 4:7 12:2	contribute 7:2
	4:15,24 5:9	coming 8:16	coordinator 1:22
	building 8:10	comment 13:25	coronavirus 8:15
	business 8:17	commission 2:21	12:21
	10:17,22	commissioner 1:9	couch 1:19
		1:10,11,12,13,16	

counsel 4:20 15:12 15:15 couple 5:7 11:4 covid 5:1	e	form 5:8,9 forth 15:10 forward 4:4 fred 14:15 freddie 5:22 frederick 1:11 front 8:10,10 full 8:23 further 15:11 future 4:9 12:23	hands 14:1 harrison 1:1,3,5,6 1:6 2:3,4 helpful 5:6 hereinbefore 15:10 holiday 14:19 home 8:14 12:1 hoping 4:4 horse 11:22 housing 1:1,3 2:3 huge 4:15
	d		
d 6:22 10:18 11:6 11:13 12:25 daily 8:22 dan 5:22 daniel 1:9 date 2:6 15:9 dated 15:21 david 1:22 dawn 1:13,16 dead 11:22 december 1:5 2:4 15:21 declare 2:1 definitely 7:5 department 8:11 desk 8:21 different 8:18 dinner 11:19 director 1:15 5:5 6:14,22 8:7 10:18 11:2,9,12,16,24 12:8,13,25 14:3 director's 8:6 9:1 discuss 6:21 discussion 3:21 disease 5:1 doran 1:7 2:25 3:19 8:1 9:17 10:15 11:19 13:23 doreen 1:19 dr 2:25 3:19 6:22 8:1 9:17 10:15,18 11:6,13,19 12:25 13:23	e 1:4,4 early 11:25 easily 11:5 ed.d 1:7 effective 12:4 either 12:5 employee 15:12,14 esq 1:17 everybody 6:15,17 8:8 11:18 everybody's 8:21 10:19 ex 6:3 exactly 4:3 example 4:11,16 excel 4:24 excuse 5:16 excused 1:13 executive 1:15 8:5 8:25 12:20 expense 5:2 expenses 4:21 expires 15:20 explained 5:3 exposure 5:1 extended 12:19	gene 1:20 getting 4:2 gilmore 1:18,20 2:13,15,17,21,23 2:25 3:9,11,13,15 3:17,19 5:16,20,22 6:4,8,12,18 7:16 7:18,20,22,24 8:1 8:4 9:7,9,11,13,15 9:17 10:5,7,9,11 10:13,15 11:10,15 13:2,13,15,17,19 13:21,23 given 12:21 go 8:22 goes 8:14 going 4:4 5:15 6:10 12:22 good 8:22 10:21 governor 12:19 great 8:24 14:19 guard 4:13 guards 4:17 guys 8:8,11 11:3 11:17	i
	f		j
facial 8:12 favor 14:16 finance 5:17,18,25 6:20 financial 10:20 financially 15:16 flag 2:9 folks 12:9 following 8:19 foregoing 15:7 foreseeable 12:23	g	ideas 12:9 immediately 8:14 information 3:23 4:2 interested 15:16 issues 6:21 item 4:17 items 4:13,13	k
			h
hall 11:22	hall 11:22	kind 5:3 8:17 11:21 12:21 kinsella 1:13,16 2:17 know 3:22 12:3,5 12:15	

running 8:23	supervisor 1:20	w
s	supposed 11:19	wait 6:5
s 1:4,4,4	sure 12:4	walk 8:11
salute 2:9	susan 1:24 15:4	want 3:21,24 5:7
schedule 11:3	t	7:2 11:12,17
scheduled 2:4,5	take 5:25	wanted 8:8 11:10
10:24 11:1	taken 15:8	11:20
second 3:5 7:12,13	talking 13:2	way 4:9,11,11,16
7:14 9:3,5 10:1,3	temperature 8:9	4:16 6:21
11:8 13:9,11	8:12	we've 4:25
14:12,14	terms 4:8	wondering 11:16
seconded 3:7	thank 4:1 10:20	work 4:7 12:1
security 4:13,17	things 4:10	working 12:5
see 4:8 6:23	think 6:2 11:10	x
seen 6:11	12:11,17,22 13:4	xi 1:25
send 6:10,13,14,16	time 2:6 11:15,17	xio1704 15:6
sending 4:24	15:9	y
session 4:7	times 11:23	yeah 11:16,21
set 6:20 15:10	timing 12:17	year 4:21 10:24
shows 4:12	town 1:1,2 2:3	11:1 13:3,3,5
side 5:2	11:22	
signature 15:19	transcribed 1:24	
software 8:13	transcript 1:2	
sorry 5:16	15:7	
special 8:8	true 15:7	
spreadsheets 4:25	tuesday 1:5 11:8	
spring 12:23	type 4:7 5:2	
staff 1:18,19	u	
start 12:3	understanding	
starts 4:6	4:10,19	
state 1:24 2:2 15:5	usual 8:18	
15:20	v	
stay 11:5	variances 5:4	
staying 11:7	vice 1:8	
stenographically	volunteers 5:8	
15:8	vote 4:16,20 10:6	
stuff 5:2 8:19	voted 4:12,12	
styron 1:24 15:4	voting 4:17	
summer 12:24		
sunshine 2:8		