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TOWN OF HARRISON
HOUSING AUTHORITY

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

O P E N S E S S I O N VIA ZOOM

Tuesday, March 9, 2021, 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
- DAWN KINSELLA, COMMISSIONER
- BRUNILDA MUSTILLI, COMMISSIONER
- FREDERICK CONFESSORE, COMMISSIONER
- RICHARD MILLER, COMMISSIONER

ALSO PRESENT:

- RAYMOND LUCAS, Executive Director
- JOSEPH MANFREDI, ESQ. Board Attorney
- MAUREEN GILMORE, Authority Staff
- NUNO LIGIRO, Maintenance
- 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 March 9, 2021. 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 I ask you all to please stand and join
10 me in salute to the flag.

11 (Pledge of Allegiance.)

12 THE CHAIRMAN: Okay. Clerk, please
13 call the roll.

14 MS. GILMORE: Commissioner Choffo.

15 COMMISSIONER CHOFFO: Present.

16 MS. GILMORE: Commissioner Confessore.

17 COMMISSIONER CONFESSORE: Here.

18 MS. GILMORE: Commissioner Kinsella.

19 COMMISSIONER KINSELLA: Here.

20 MS. GILMORE: Commissioner Miller.

21 COMMISSIONER MILLER: Here.

22 MS. GILMORE: Commissioner Mustilli.

23 COMMISSIONER MUSTILLI: Here.

24 MS. GILMORE: Commissioner Pettigrew.

25 COMMISSIONER PETTIGREW: Here.

1 MS. GILMORE: Dr. Doran.

2 THE CHAIRMAN: Here.

3 Okay. Could I have a motion to --
4 well, first, any questions on the bills?

5 (No response.)

6 Okay. Could I have a motion then to
7 approve the bills?

8 COMMISSIONER PETTIGREW: Motion.

9 COMMISSIONER CHOFFO: Second.

10 THE CHAIRMAN: Motion made by
11 Commissioner Pettigrew, second by Commissioner
12 Choffo.

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 Miller.

21 COMMISSIONER MILLER: Aye.

22 MS. GILMORE: Commissioner Mustilli.

23 COMMISSIONER MUSTILLI: Aye.

24 MS. GILMORE: Commissioner Pettigrew.

25 COMMISSIONER PETTIGREW: Aye.

1 MS. GILMORE: Dr. Doran.

2 THE CHAIRMAN: Aye.

3 Communications?

4 MS. GILMORE: Do you want me to do it,
5 Ray?

6 DIRECTOR LUCAS: What?

7 MS. GILMORE: The communications.

8 DIRECTOR LUCAS: Go ahead.

9 MS. GILMORE: Okay, hold on. We have
10 information from our Housing Authority insurance,
11 it's an annual thing they do for scholarships.
12 They give out 20 scholarships in the amount of
13 like 6,000 to students. So I wrote to the
14 students here, and I sent it over to your three
15 guidance counselors in the high school. And we
16 will mail them out to tenants here that we think
17 might be graduating with that. So that's why we
18 send it to the high school.

19 THE CHAIRMAN: Have we ever gotten
20 anybody?

21 MS. GILMORE: Yes, we got one year, one
22 girl. Brianna, Mindy's daughter. I don't know
23 what her last name....

24 DIRECTOR LUCAS: Basically one, Dr. D,
25 that's about it.

1 MS. GILMORE: That's it.

2 THE CHAIRMAN: Okay. Ray, Executive
3 Director's report.

4 DIRECTOR LUCAS: Well, everything you
5 saw and what you read, we added a couple of
6 things. We did get our money for 2021 allotted
7 to us. It is in the same amount it was a year
8 ago. We are in high standards, so it was 875,900
9 and change. So that will be allotted to us. I
10 can't touch that until it's -- David, until when?

11 MR. CIARRACCO: Well, HUD is updating
12 the system in which we report both our rolling
13 five-year capital plan and our 2021 capital fund
14 budget. The system is called Epic. They have
15 suggested in an email that it will be ready at
16 some point during the month of March. So once
17 they do, Ray and Gene will provide me essentially
18 with a list of things to include on the capital
19 fund budget, we will go through the process.

20 They've definitely made some changes to
21 the system. The annual contribution contract
22 will now be sent through that system. And once
23 that's all done, then the funds will be made
24 available and locks (sic) for us to draw down.
25 So hopefully by the end of the month, beginning

1 of April, but we're fine; we still have some
2 monies left in our 2019 and 2020 capital funds.

3 DIRECTOR LUCAS: One other thing,
4 Dr. D, that I want to bring to everybody's
5 attention is that we did send out the bids for
6 the electrical upgrades. They will be in March
7 31st. Joe will be here, my engineers from LAN
8 will be here to open the bids up. I will send
9 you all a brief on how much it's going to cost
10 per building, just so we have a general area of
11 description of exactly how much it costs.

12 The guesstimate that I got from LAN in
13 2018 basically said it was about 300,000 and
14 change per building in the Kingsland Court. Now,
15 due to inflated costs because of the pandemic --
16 and, Richard, you can speak more to this than I
17 can -- the cost will probably be inflated
18 anywhere from 6 to 25 percent, maybe even more,
19 I'm not sure, but I'm not going to guess either.
20 But on the 31st we will know exactly how much it
21 costs.

22 The plan is this: Depending on how
23 much the costs are, we are going to get the
24 Kingsland Court done. If I have to use all of
25 the 2019, I will.

1 When it comes to the Harrison Gardens,
2 we've had four buildings done already, so we
3 might have to do this in stages. The most
4 important thing that we have to do is get the
5 Kingsland Court up and running and get that
6 system in. After that I will be in contact with
7 every single one of you to tell you exactly how
8 we're going to proceed with the money. This way
9 all of our capital fund money doesn't go out the
10 window just for the electrical upgrades.

11 THE CHAIRMAN: You know what I wanted
12 to ask you, Ray?

13 DIRECTOR LUCAS: Shoot.

14 THE CHAIRMAN: Did LAN ever get back to
15 us? We had commissioned LAN several months ago
16 to do a report on the air conditioning system, to
17 give us just an update as to what it was and
18 where it is. What's the progress on that? Have
19 they been on site at all?

20 DIRECTOR LUCAS: We haven't really
21 gotten to that point yet. They know it's on the
22 radar, Dr. D, but we've been kind of doing this
23 electrical upgrade thing for the last three
24 months. I will call them first thing in the
25 morning.

1 If I can get that report, especially
2 about removing -- right, is this what we're
3 talking about, Dr. D, the removing of the
4 existing ones?

5 THE CHAIRMAN: Yeah. We talked about
6 as we're upgrading -- maybe some of the members
7 can help me out. I thought our goal was to look
8 at the electrical upgrade that wasn't supporting
9 the AC system currently --

10 DIRECTOR LUCAS: Correct.

11 THE CHAIRMAN: -- and see what could be
12 done possibly to resurrect either the system
13 that's there or get a new one. Am I missing that
14 one?

15 DIRECTOR LUCAS: No, you're exactly
16 right. And the only reason why we haven't jumped
17 on that yet is because we've been preoccupied
18 with the Kingsland Court. But I'll call
19 Christopher tomorrow and see if there's
20 something. Because I think, if I'm not mistaken,
21 we did an assessment also for the Harrison
22 Gardens.

23 THE CHAIRMAN: Right.

24 DIRECTOR LUCAS: So I can definitely go
25 back and check that out. But I would much rather

1 have something more up to date to give you guys
2 kind of a financial right now what it would be.
3 You know what I mean?

4 THE CHAIRMAN: Um-hum.

5 COMMISSIONER CHOFFO: Mr. Chairman, I
6 have a question for David, speaking of the
7 capital budget.

8 MR. CIARRACCO: Yes, sure.

9 COMMISSIONER CHOFFO: We had a meeting
10 about a week ago, myself, you, Mr. Miller,
11 Commissioner --

12 MR. CIARRACCO: Yes.

13 COMMISSIONER CHOFFO: What was the
14 leftover from the 2019 and '20 capital budgets?
15 And was there some in '18?

16 MR. CIARRACCO: You have the whole
17 grant left from 2020. I think it's around 850.
18 Now, bear in mind that some of those dollars are
19 earmarked to supplement our operating, like our
20 regular day-to-day operations. You know,
21 probably about 30 to 40 percent we refer to as
22 soft costs.

23 The balance of it, assuming we don't
24 have to apply it to any hard costs, we would have
25 available to do the electrical. That's the '20.

1 We also have some money left in 2019. You know,
2 we currently have about, just under \$600,000
3 available. Again, some of those dollars will be
4 used for soft costs, things like training,
5 upgrade of software, consulting fees, purchase of
6 rages and refrigerators, that sort of thing.

7 So we will have -- I mean, if I'm going
8 to throw a number out there, we're probably
9 between, between the '19 and '20 grant we
10 probably have somewhere in the neighborhood of
11 \$800,000 to use for electrical. And then of
12 course we have the '21 grant. As Ray had
13 mentioned, you know, we're waiting for the
14 numbers to come in. And we'll obviously, based
15 on the sheer cost of it, are going to do it in
16 stages. And, again, it's going to be contingent
17 upon what the actual costs are. So it's going to
18 be a multi-year, multi-grant process.

19 COMMISSIONER CHOFFO: And there's no
20 point that HUD says you haven't used 2019 so you
21 have to kick that back to us?

22 DIRECTOR LUCAS: No.

23 MR. CIARRACCO: Well, to answer your
24 question, yes.

25 Typically -- and of course, in a

1 non-COVID year, typically HUD requires you to
2 obligate the grant. You have 24 months from the
3 date of annual contribution contract. Now, those
4 dates are all over the place. Some years I've
5 seen HUD award the dollars in March, so we
6 already know what our dollars are, and I've seen
7 it as late as September. So it's really
8 contingent upon the actual ACC date of the award.
9 So 24 months typically, or two years to obligate,
10 four years to extend.

11 HUD, of course because of COVID, has
12 extended all of those grant deadlines.

13 DIRECTOR LUCAS: We're in no danger,
14 Danny, of losing anything.

15 MR. CIARRACCO: No, no.

16 COMMISSIONER PETTIGREW: Have we
17 included any money for boilers?

18 DIRECTOR LUCAS: All of our boilers are
19 up to bat right now. We had one emergency in the
20 Kingsland Court, which was about a month ago. We
21 did have a crack, there was some white smoke
22 coming from Building No. 2. It was an emergency,
23 I spoke to Dr. Doran about this. The company
24 that we used actually came in on a holiday, and
25 it was the same price from six years ago when

1 they did the first boiler, and they did not
2 upcharge us one penny.

3 COMMISSIONER PETTIGREW: What was the
4 cost then?

5 DIRECTOR LUCAS: 30 -- what was that,
6 Dave, 30 something?

7 COMMISSIONER MILLER: A little under 30
8 grand.

9 MR. CIARRACCO: Actually I have it.
10 38,872 to A & S Boiler. Now, those are the types
11 of things that -- so essentially real quick, the
12 way the capital fund works is we have this
13 five-year plan. And HUD, again, HUD about three
14 or four years ago sort of changed the rules a
15 little bit to make these grants a little more
16 flexible, so you're not doing budget revisions
17 every couple of months. They don't want to see
18 them, you know, and they don't want us to have to
19 do them.

20 So within the five-year capital fund,
21 and it's a rolling plan, meaning every year at
22 the time they award our new capital fund we go in
23 and revise the five-year plan. And you always
24 want to make sure that items that you typically
25 use, you know, appliances, ranges and

1 refrigerators, you always want to open up those
2 items and make them available. And the reason
3 you do you that, even if you want to only put,
4 say, \$5,000 in there, because if you exceed that
5 amount, now you don't have to do a revision
6 because you have the work item in there.

7 So we would probably, you know, we'd
8 typically put some relatively generic general
9 classifications in there so that we can cover
10 things, but anything of an emergency nature --
11 and the boilers were that -- does not, you know,
12 you can always do those and use capital fund
13 dollars. If it's an emergency it doesn't have to
14 be included in your five-year plan, but the next
15 time you do a revision you put it in there.

16 COMMISSIONER PETTIGREW: But looking
17 down the line for boilers, are we looking at
18 trying to replace the boilers so they're up to
19 speed and up to date?

20 DIRECTOR LUCAS: Right now everything
21 we have, Artie, especially in the Kingsland
22 Court, is up to date.

23 The boilers inside the Harrison Gardens
24 are about 20 years old, but because of the
25 maintenance staff maintaining them, we have no

1 issue. They are not on my radar in any way,
2 shape, or form that we're going to have a problem
3 with them at all.

4 COMMISSIONER PETTIGREW: Okay. Just
5 curious.

6 COMMISSIONER MILLER: I was reading the
7 report that you have from LAN for Kingsland Court
8 and the Gardens.

9 DIRECTOR LUCAS: Yes, sir.

10 COMMISSIONER MILLER: That's a generic
11 report. That's not like us telling them what we
12 would like them to make in improvement, that's
13 just a typical review that a bank would do for
14 refinancing.

15 DIRECTOR LUCAS: Not necessarily,
16 Richard, because the original plan when we had
17 Wayne Hodges in my office was they wanted to use
18 generators outside of the buildings while they
19 built the panels downstairs, and I said
20 absolutely not.

21 COMMISSIONER MILLER: And the report
22 that was sent to me by Maureen was a generic
23 thing where LAN came in in 2015, walked through
24 the buildings and said this is what it is. It's
25 not like a capital improvement program, it's just

1 saying what the status of the capital improvement
2 is.

3 MS. GILMORE: Can I explain that?

4 DIRECTOR LUCAS: Go ahead, Maur.

5 MS. GILMORE: That's a Green Physical
6 Needs study that HUD makes us get. HUD's the
7 one. That's why we have to go out, and we're
8 going to have to go out again for it.

9 COMMISSIONER MILLER: It's not a
10 criticism.

11 MS. GILMORE: No, no, I mean, it's just
12 that the Green Physical Needs study that you have
13 there is actually on the HUD site, and that's
14 what they make the engineers go for. That's what
15 that is.

16 COMMISSIONER MILLER: Right. But that
17 wasn't -- our meeting that we had was trying to
18 determine what, as Commissioners of the Housing
19 Authority, we would like to do to make the
20 quality of the housing stock in Harrison a little
21 better. So Dave was there, he went through, did
22 a very good job of explaining how the funds -- I
23 think another Commissioner asked how much money
24 we have, is \$800,000.

25 Now the question I have is does it have

1 to be in the study from 2015, or are we allowed
2 to change the use of the money based on the
3 Commissioners determining, like let's say we'd
4 like to build a community room in the basement,
5 I'm just picking anything. Are we allowed to
6 earmark that 800,000 for something other than
7 what's already been in the report from LAN?
8 That's basically why I'm asking the question.

9 DIRECTOR LUCAS: Well, basically it
10 goes like this: Whatever you have in your
11 five-year plan is what you can spend your money
12 on. Anything outside the parameter of the
13 five-year plan, then you need approval, and most
14 of the time -- and David can speak on this
15 better -- if it's not in the five-year plan,
16 we're going to have a very difficult time to get
17 that money to spend it on that. David?

18 MR. CIARRACCO: I mean, again, if it's
19 not an emergency nature, and it's not in your
20 current five-year plan -- I mean, what it would
21 require, if you're introducing a brand-new
22 nonemergency work item, is revising your
23 five-year plan. And that includes, you know,
24 meeting with the residents and going through
25 that, you know, the whole formal process. You

1 can do it.

2 And you're never, you know, these
3 physical needs assessments that you have are not,
4 you're not tied into anything. I mean, you use
5 those as a guideline to determine, you know, what
6 you're going to use your capital fund money for.
7 Obviously you have to prioritize based on
8 whatever they're budgeting. But that's a major
9 challenge. Our buildings are old, and based
10 upon, I guess our discussions with the architect,
11 the electrical upgrade is going to be
12 prohibitive, and, you know, we're really going to
13 need to try to reserve as much money as we can
14 with available capital funds to try to address
15 that issue. So I mean, obviously things come up.
16 And if things come up, we've got to address them.
17 Like these boilers. It's not like we couldn't do
18 the boilers, you know.

19 I mean, so can you revise the five-year
20 plan? Yeah, you can. But, you know, HUD
21 obviously -- and, again, it's subject to HUD
22 approval. So if they're wondering why, you know,
23 you're sort of changing your tune, I mean, they
24 have every right to make an inquiry as to why,
25 you know. Just based on the example you just

1 said, well, it seems like you need all this money
2 for the electrical upgrade, and now you just did
3 a revision and you put in community room. And,
4 you know --

5 COMMISSIONER MILLER: By way of example
6 in the boilers for \$40,000. Okay, we do an
7 upgrade or whatever it is, and instead of the
8 800,000, it was budgeted by 100,000 by LAN, and
9 there's 50. Are we allowed to use the \$50,000
10 dealt us for something else?

11 MR. CIARRACCO: Sure you are.
12 Absolutely, of course. Again, a budget is a
13 budget. Listen, if these electrical upgrades
14 come in significantly lower than the cost
15 estimates, yeah, we can do a lot of things. We'd
16 be thrilled, absolutely.

17 DIRECTOR LUCAS: Well, Richard, let me
18 just run something past you, because after our
19 financial meeting I kind of made a
20 one-two-three-four-five kind of thing to run past
21 you and Danny, and one was the sewer lines
22 because we keep getting so much backup because of
23 the pandemic people are putting paper towels and
24 wipes, which means in the end I have a bunch
25 of -- excuse my language all women -- shit

1 popping up in the basement. So sewer lines have
2 to be addressed and flushed out.

3 The second one was the sidewalks. The
4 third one was the storm doors. And then we
5 definitely need additional lighting, especially
6 in the Kingsland Court behind the shed that we
7 store all our machines in. Again, it is black as
8 night back there, and my security staff that I
9 have now has had a problem with seeing stuff. I
10 call it makeout lane, because that's where all
11 the kids go to kiss and do whatever they're
12 doing.

13 So we do have some stuff that we can
14 talk about, Richard, you know, at our next
15 financial meeting. And if you have anything you
16 want to add to this list, I'll be glad to add to
17 it.

18 THE CHAIRMAN: Dave, it would probably
19 be a good idea -- who has the actual copy of the
20 five-year plan?

21 MR. CIARRACCO: We have one.

22 DIRECTOR LUCAS: We do. I have one.

23 THE CHAIRMAN: Can you get a copy of
24 that to all the Commissioners?

25 DIRECTOR LUCAS: No problem.

1 MR. CIARRACCO: Ray, do you have one on
2 PDF to distribute it?

3 DIRECTOR LUCAS: We can send that right
4 out, Dr. D.

5 THE CHAIRMAN: Who was that committee
6 that met?

7 MS. GILMORE: Finance.

8 THE CHAIRMAN: Do we have a building
9 committee? I'm not sure.

10 MS. GILMORE: No.

11 COMMISSIONER MILLER: At the last
12 meeting we said we would do it in the finance
13 committee, so that's why it's Fred, myself, and
14 Danny.

15 THE CHAIRMAN: All right. If I could
16 ask the finance committee to reconvene with Ray
17 and go over some of those elements of the capital
18 plan, and take a look at it and at least be
19 familiar with what's on it.

20 DIRECTOR LUCAS: No problem.

21 MR. CIARRACCO: I'm going to send you
22 an email right now, Ray.

23 DIRECTOR LUCAS: Okay, you got it.
24 Thanks, David.

25 THE CHAIRMAN: Okay, thank you, David.

1 All right. With that being said, can I
2 have -- any other questions on the Executive
3 Director's report?

4 All right. Can I have a motion to
5 accept?

6 COMMISSIONER PETTIGREW: Motion.

7 COMMISSIONER KINSELLA: Motion.

8 THE CHAIRMAN: Motion by Pettigrew, and
9 second by Kinsella.

10 Clerk, call the roll.

11 MS. GILMORE: Commissioner Choffo.

12 COMMISSIONER CHOFFO: I vote aye.

13 MS. GILMORE: Commissioner Confessore.

14 COMMISSIONER CONFESSORE: Aye.

15 MS. GILMORE: Commissioner Kinsella.

16 COMMISSIONER KINSELLA: Aye.

17 MS. GILMORE: Commissioner Miller.

18 COMMISSIONER MILLER: Aye.

19 MS. GILMORE: Commissioner Mustilli.

20 COMMISSIONER MUSTILLI: Aye.

21 MS. GILMORE: Commissioner Pettigrew.

22 COMMISSIONER PETTIGREW: Hey, Fred,
23 pass me a chip.

24 Aye.

25 MS. GILMORE: Dr. Doran.

1 COMMISSIONER CONFESSORE: It's on its
2 way.

3 THE CHAIRMAN: Aye.
4 Any questions on the maintenance
5 report? Nuno, anything there you want to
6 highlight?

7 MR. LIGIRO: Just coming up doing a lot
8 of work on the tractors during the snowstorm,
9 keeping everything up. Working on the boilers,
10 like Ray said before, keeping them up to date as
11 much as possible. We're on top of what we need
12 to be.

13 THE CHAIRMAN: Good. Good to see you,
14 Nuno.

15 MR. LIGIRO: You too, Doctor.

16 THE CHAIRMAN: Can I have a motion to
17 accept the maintenance report?

18 COMMISSIONER PETTIGREW: Motion.

19 COMMISSIONER MUSTILLI: Motion.

20 COMMISSIONER CONFESSORE: Second.

21 THE CHAIRMAN: Motion made by
22 Pettigrew. Second by Miller was that?

23 COMMISSIONER KINSELLA: Mustilli.

24 THE CHAIRMAN: I'm sorry, that was
25 Confessore.

1 MS. GILMORE: Commissioner Choffo.
2 COMMISSIONER CHOFFO: Aye.
3 MS. GILMORE: Commissioner Confessore.
4 COMMISSIONER CONFESSORE: Aye.
5 MS. GILMORE: Commissioner Kinsella.
6 COMMISSIONER KINSELLA: Aye.
7 MS. GILMORE: Commissioner Miller.
8 COMMISSIONER MILLER: Aye.
9 MS. GILMORE: Commissioner Mustilli.
10 COMMISSIONER MUSTILLI: Aye.
11 MS. GILMORE: Commissioner Pettigrew.
12 COMMISSIONER PETTIGREW: Aye.
13 MS. GILMORE: Dr. Doran.
14 THE CHAIRMAN: Aye. Okay. Any old
15 business?
16 Any new business? Well, we have some
17 new business.
18 DIRECTOR LUCAS: Let me just tell you
19 this, Dr. D. We did put a price quotation out
20 for the annual fire alarm inspection. We had
21 four vendors that we sent this to, only two
22 responded. The first one was Associated Fire,
23 their number was eight grand. The other, the
24 only other vendor that responded was Effective
25 Alarm Systems, which we have used in the past,

1 and their price was 2,500. As Executive Director
2 I recommend that we take Effective Alarm Systems
3 as our annual fire inspection inspector.

4 COMMISSIONER CHOFFO: What was the
5 price difference, Ray?

6 DIRECTOR LUCAS: Oh, my brain. 5500,
7 Danny.

8 COMMISSIONER CHOFFO: The price
9 difference?

10 DIRECTOR LUCAS: Yeah.

11 THE CHAIRMAN: Okay. Any questions on
12 that?

13 All right. Did everyone read the
14 executive audit review? I'm sure I can test you
15 page for page.

16 MS. GILMORE: I think we have to do the
17 vote on the quote first.

18 THE CHAIRMAN: I was going to do it all
19 at once.

20 MS. GILMORE: Okay. Sorry.

21 THE CHAIRMAN: Thank you.

22 COMMISSIONER PETTIGREW: There was a
23 typographical error.

24 THE CHAIRMAN: Would you rather I call
25 a vote on the first one, Maur?

1 MS. GILMORE: No, no, that's okay.

2 THE CHAIRMAN: On the audit review was
3 there any recommendations there that you want to
4 talk about?

5 DIRECTOR LUCAS: The audit review had
6 no findings, Dr. D, we were 100 percent.

7 THE CHAIRMAN: Good. It's always good
8 to highlight that. That means the finances are
9 where they should be.

10 MS. GILMORE: Yeah.

11 THE CHAIRMAN: Joe, Mr. Manfredi, I see
12 the extension of the contract; does that include
13 the Executive's Director's contract?

14 MR. MANFREDI: No, Dr. D, that's being
15 handled separately. The professional services
16 has been extend to the end of December as per the
17 Board's resolution last year.

18 What's on the agenda tonight is to
19 extend those to the end of April, because there
20 will be an RFP issued actually tomorrow for
21 accounting, auditing, and legal. There will be
22 three RFPs going out after tonight's meeting.
23 The extension will cover the period from December
24 until the end of April, January 1 to the end of
25 April 2021.

1 THE CHAIRMAN: Okay. Is that enough
2 time, Joe, for us to get that?

3 MR. MANFREDI: I checked that, Dr.
4 Doran, with Maureen, and because they're actually
5 ready to go out, the advertisement will hit the
6 paper later this week, it gives us a sufficient
7 amount of time to have the RFP back and scored
8 for the April meeting.

9 THE CHAIRMAN: Okay. I just don't want
10 to put any undue pressure on you guys if you have
11 stuff to get in.

12 All right. Can I have a motion to
13 approve those three items?

14 COMMISSIONER PETTIGREW: Motion.

15 COMMISSIONER MUSTILLI: Second.

16 THE CHAIRMAN: Motion by Pettigrew and
17 second by Lindy Mustilli.

18 Clerk, call the roll.

19 MS. GILMORE: Commissioner Choffo.

20 COMMISSIONER CHOFFO: I vote aye.

21 MS. GILMORE: Commissioner Confessore.

22 COMMISSIONER CONFESSORE: 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: Commissioner Pettigrew.

5 COMMISSIONER PETTIGREW: Aye.

6 MS. GILMORE: Dr. Doran.

7 THE CHAIRMAN: Aye.

8 DIRECTOR LUCAS: Hey, Dr. D, real
9 quick. I have two other checks that I misplaced
10 that I need you to sign, but I'll drop them back
11 off tomorrow.

12 THE CHAIRMAN: Yeah, I didn't get to
13 the pile that was dropped off today.

14 DIRECTOR LUCAS: Okay. And I'll drop
15 these off tomorrow.

16 THE CHAIRMAN: Okay. Joe, do you have
17 another, did you want to put the Executive's
18 Director's vote up?

19 MR. MANFREDI: Yes, we need a motion to
20 go into closed session, Dr. Doran. And do we
21 want to use the conference call line for that?

22 THE CHAIRMAN: Do we need to go into
23 closed session to recommend --

24 MR. MANFREDI: No, we do not, Dr. D.

25 THE CHAIRMAN: All right. I don't need

1 to go into Personnel Committee.

2 Do you have a need to go into Personnel
3 Committee meeting Ray?

4 DIRECTOR LUCAS: No.

5 THE CHAIRMAN: No? All right then,
6 let's go on.

7 DIRECTOR LUCAS: Okay.

8 THE CHAIRMAN: We've reviewed the
9 contract for Executive Director. We're offering
10 3 percent, also with a recommendation to approve
11 it at tonight's meeting so that for one year at
12 least we do it in a timely fashion. So I would
13 like to put that out there for a recommendation
14 to approve the contract for the Executive
15 Director for the -- it is 2021/22 year, or is it
16 just '21?

17 MR. MANFREDI: '21/'22.

18 THE CHAIRMAN: Okay. '21/'22.

19 COMMISSIONER KINSELLA: Motion.

20 THE CHAIRMAN: And that's recommended
21 by the Personnel Committee, which is Dawn
22 Kinsella, Dan Choffo, and myself.

23 COMMISSIONER CHOFFO: I'll second it.

24 THE CHAIRMAN: Okay. So that's a
25 motion, the recommendation to approve has been

1 made by Commissioner Kinsella, and it's seconded
2 by Commissioner Choffo.

3 And 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 Miller.

11 COMMISSIONER MILLER: Aye.

12 MS. GILMORE: Commissioner Mustilli.

13 COMMISSIONER MUSTILLI: Aye.

14 MS. GILMORE: Commissioner Pettigrew.

15 COMMISSIONER PETTIGREW: Aye.

16 MS. GILMORE: Dr. Doran.

17 THE CHAIRMAN: Aye.

18 MR. MANFREDI: Congratulations, Ray, we
19 have you for another year.

20 DIRECTOR LUCAS: Thank you.

21 THE CHAIRMAN: Do we have anyone, does
22 anyone have their hand up, Ray, that wishes to be
23 heard?

24 DIRECTOR LUCAS: Hold on one second. I
25 have no hands, Dr. D. No, I have no hands.

1 COMMISSIONER KINSELLA: You have one
2 public.

3 THE CHAIRMAN: Hi Anthony, how are you?

4 DIRECTOR LUCAS: You just made my
5 entire night, Tony, thank you.

6 THE CHAIRMAN: Okay. Do I have a
7 motion to adjourn?

8 COMMISSIONER PETTIGREW: Motion.

9 COMMISSIONER MUSTILLI: Motion.

10 THE CHAIRMAN: Joe, we covered
11 everything; right?

12 MR. MANFREDI: Yes, Dr. D, thank you.

13 THE CHAIRMAN: A motion to adjourn was
14 made by Lindy Mustilli, and a second by Kinsella.
15 All those in favor vote aye.

16 (All ayes.)

17 THE CHAIRMAN: Those opposed?

18 (No response.)

19 Okay, we are adjourned then, folks.
20 Thank you for your time. Sorry for my delay in
21 getting on. I have to figure out what the hell
22 happened to my being able to hear you, but it
23 worked out anyway. So thank you so much.

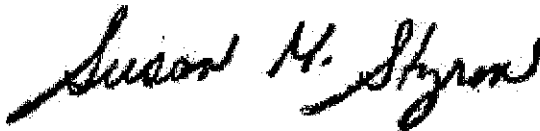
24 (The proceedings concluded at 6:40 p.m.)

25

CERTIFICATE

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2
3 I, SUSAN M. STYRON, Notary Public,
4 R.P.R., C.S.R., of the State of New Jersey,
5 License No. XIO1704, do hereby certify that the
6 foregoing is a true and accurate transcript of
7 the proceedings as taken stenographically by and
8 before me at the time, place and on the date
9 hereinbefore set forth.

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

16
17 
18

19 Notary Public of the State of New Jersey

My Certificate expires January 25, 2024

20 Dated: March 22, 2021
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22
23
24
25