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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 VIA ZOOM

Tuesday, October 12, 2021, 6 p.m.
Harrison Gardens, Bldg. #1
788 Harrison Avenue
Harrison, New Jersey 07029

PRESENT:

- ARTHUR PETTIGREW, VICE CHAIRMAN
- DAWN KINSELLA, COMMISSIONER
- BRUNILDA MUSTILLI, COMMISSIONER
- FREDERICK CONFESSORE, COMMISSIONER
- RICHARD MILLER, COMMISSIONER

EXCUSED: JAMES P. DORAN, Ed.D, CHAIRMAN
DANIEL CHOFFO, COMMISSIONER

ALSO PRESENT:

- RAYMOND LUCAS, Executive Director
- JOSEPH MANFREDI, ESQ. Board Attorney
- MAUREEN GILMORE, 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 October 12, 2021.
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 Please stand for the salute to the
10 flag.

11 (Pledge of Allegiance.)

12 THE VICE CHAIRMAN: Call the roll.

13 MS. GILMORE: Commissioner Choffo,
14 absent.

15 Commissioner Confessore.

16 COMMISSIONER CONFESSORE: Here.

17 MS. GILMORE: Commissioner Kinsella.

18 COMMISSIONER KINSELLA: Here.

19 MS. GILMORE: Commissioner Miller.

20 COMMISSIONER MILLER: Here.

21 MS. GILMORE: Commissioner Mustilli.

22 COMMISSIONER MUSTILLI: Here.

23 MS. GILMORE: Commissioner Pettigrew.

24 THE VICE CHAIRMAN: Here.

25 MS. GILMORE: Okay.

1 THE VICE CHAIRMAN: Thank you.

2 I need a motion to approve the minutes
3 of September 14, 2021.

4 COMMISSIONER CONFESSORE: Motion.

5 COMMISSIONER MILLER: Second.

6 THE VICE CHAIRMAN: Motion by
7 Confessore, seconded by Miller.

8 Clerk, call the roll.

9 MS. GILMORE: Commissioner Confessore.

10 COMMISSIONER CONFESSORE: Aye.

11 MS. GILMORE: Commissioner 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 I need a motion to approve all the
20 bills.

21 COMMISSIONER MILLER: Motion to approve
22 all bills.

23 COMMISSIONER CONFESSORE: Second.

24 THE VICE CHAIRMAN: Clerk, call the
25 roll.

1 MS. GILMORE: Commissioner Confessore.

2 COMMISSIONER CONFESSORE: Aye.

3 MS. GILMORE: Commissioner Kinsella.

4 COMMISSIONER KINSELLA: Aye.

5 MS. GILMORE: Commissioner Miller.

6 COMMISSIONER MILLER: Aye.

7 MS. GILMORE: Commissioner Mustilli.

8 COMMISSIONER MUSTILLI: Aye.

9 MS. GILMORE: Commissioner Pettigrew.

10 THE VICE CHAIRMAN: Aye.

11 Communications?

12 DIRECTOR LUCAS: Communications,
13 Arthur. We sent the 2022 PHADA scholarship to
14 Ms. Correnti at the high school for anybody that
15 lives inside of our buildings.

16 We also got a thank-you note from the
17 Malefsky family, and it reads, "Thank you for
18 your mass card and support during this difficult
19 time."

20 We also got a note from the Kelly
21 family which says, "We deeply appreciate the
22 kindness, support and the love you've shown us
23 during this difficult time. It will always be
24 recommended. The family of Stephen M. Kelly."
25 That's the end of the communications.

1 THE VICE CHAIRMAN: Thank you.

2 Do I have the Executive Director's
3 report?

4 DIRECTOR LUCAS: Yes.

5 THE VICE CHAIRMAN: Go ahead.

6 DIRECTOR LUCAS: Do you want me to read
7 the whole thing?

8 THE VICE CHAIRMAN: Um-hum.

9 DIRECTOR LUCAS: Okay. COVID 19: Our
10 staff is still following all protocols following
11 COVID. We have been advised by some of our
12 tenants that they COVID, so this is still an
13 ongoing issue that we are experiencing. Our
14 offices remains open and our staff are working at
15 full capacity.

16 As you know, Governor Murphy ended the
17 COVID 19 Public Health Emergency on June 4, 2021.
18 However, the COVID 19 State of Emergency and many
19 COVID 19 measures remain in effect. For example,
20 the eviction moratorium for low-income residents
21 remains in effect until December 31st. I also
22 got an email today from HUD stating that we have
23 to give the tenants a month's notice before they
24 can be evicted.

25 The State recommends that we continue

1 to conduct cleaning, disinfecting in accordance
2 with CDC guidelines, and promptly notify
3 employees of any known exposure to COVID 19. The
4 state has also authorized the continuation of
5 masking requirements, daily health check of
6 employees, and other COVID 19 measures. That's
7 basically that.

8 All right. Policy updates: I am
9 continuing to work with staff and legal counsel
10 to update the agency's Personnel Policies and
11 Procedures Manual to ensure continued legal
12 compliance and to address new subject matters in
13 light of the COVID 19 pandemic. I am in the
14 process of finalizing a draft, which I look
15 forward to reviewing with the Personnel Committee
16 prior to the presentation to the Board.

17 Electrical upgrades. The project:
18 We're about 70 percent completed. We had our
19 boilers cleaned at both the Harrison Gardens and
20 the Kingsland Court. They're both done. We have
21 received documentation from PHADA, which I
22 already told you.

23 The Tenant Activity Coordinator, Kelli
24 Mathewson, along with other tenants, will be
25 coordinating a Halloween party for our tenants'

1 children on Sunday, October 31st. It will be
2 between 11 and 1 o'clock. Ms. Mathewson will be
3 handing out candy bags and choosing three of the
4 best costumes, and the winners will receive gift
5 certificates maybe to, I don't know, ShopRite or
6 something like that, we haven't figured that out
7 yet.

8 Other than that, that is my Executive
9 Director's report, Arthur.

10 COMMISSIONER CONFESSORE: I have a
11 question. I was just wondering how is your
12 caseload with COVID? Do you have many residents?
13 Are you okay down there?

14 DIRECTOR LUCAS: We had three new cases
15 this week alone. But other than that, prior to
16 this week we really haven't had any reported to
17 us. And the two, the one person who did was
18 calling to complain about something, and he said,
19 "I have COVID," and I'm like, "What do you mean,
20 you have COVID?" So that's how we found out
21 about him.

22 COMMISSIONER CONFESSORE: Okay.

23 DIRECTOR LUCAS: Go ahead, Arthur.

24 THE VICE CHAIRMAN: Do I have a motion
25 to approve the Executive Director's report?

1 COMMISSIONER MILLER: Motion to approve
2 the Executive Director's report.

3 COMMISSIONER MUSTILLI: Motion.

4 COMMISSIONER CONFESSORE: Second.

5 MS. GILMORE: Commissioner Confessore.

6 COMMISSIONER CONFESSORE: Aye.

7 MS. GILMORE: Commissioner Kinsella.

8 COMMISSIONER KINSELLA: Aye.

9 MS. GILMORE: Commissioner Miller.

10 COMMISSIONER MILLER: Aye.

11 MS. GILMORE: Commissioner Mustilli.

12 COMMISSIONER MUSTILLI: Aye.

13 MS. GILMORE: Commissioner Pettigrew.

14 THE VICE CHAIRMAN: Aye.

15 Do I have a maintenance report for this
16 month?

17 MR. GILMORE: Just what is on the list
18 that you received.

19 THE VICE CHAIRMAN: Okay. That's it?

20 DIRECTOR LUCAS: That's it. Nothing
21 major, Arthur.

22 THE VICE CHAIRMAN: Thank you, Gene.

23 MR. GILMORE: Any questions on my
24 report?

25 THE VICE CHAIRMAN: No. Do I have a

1 motion to approve the maintenance report?

2 COMMISSIONER CONFESSORE: Motion.

3 COMMISSIONER MUSTILLI: Motion.

4 MS. GILMORE: Commissioner Confessore.

5 COMMISSIONER CONFESSORE: 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: Commissioner Pettigrew.

13 THE VICE CHAIRMAN: Aye.

14 All right. No old business?

15 DIRECTOR LUCAS: No, sir.

16 THE VICE CHAIRMAN: No new business;

17 right?

18 DIRECTOR LUCAS: No, sir.

19 THE VICE CHAIRMAN: Okay. Do I have

20 anybody from the public wanting to comment?

21 DIRECTOR LUCAS: We have no attendees,

22 Arthur, we're clear.

23 THE VICE CHAIRMAN: Okay. Do I have a

24 motion to adjourn?

25 COMMISSIONER CONFESSORE: Motion.

1 THE VICE CHAIRMAN: Second?

2 COMMISSIONER MUSTILLI: I'll second it.

3 THE VICE CHAIRMAN: Thank you.

4 Clerk, call the roll.

5 MS. GILMORE: Commissioner Confessore.

6 COMMISSIONER CONFESSORE: Aye.

7 MS. GILMORE: Commissioner Kinsella.

8 COMMISSIONER KINSELLA: Aye.

9 MS. GILMORE: Commissioner Miller.

10 COMMISSIONER MILLER: Aye.

11 MS. GILMORE: Commissioner Mustilli.

12 COMMISSIONER MUSTILLI: Aye.

13 MS. GILMORE: Commissioner Pettigrew.

14 THE VICE CHAIRMAN: Aye.

15 DIRECTOR LUCAS: Thank you so much,

16 guys.

17

18 (Whereupon the proceedings concluded at 6:15

19 p.m.)

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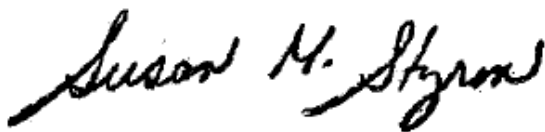
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CERTIFICATE

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3 I, SUSAN M. STYRON, Notary Public,
4 R.P.R., C.S.R., of the State of New Jersey,
5 License No. XI01704, 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.
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17
18



19 Notary Public of the State of New Jersey

My Certificate expires January 25, 2024

20 Dated: October 26, 2021
21
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23
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25

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