

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

Wednesday, March 5, 2025, 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  
ANDREW KAPUSHY, Authority Staff  
NICK ACEVEDO, Authority Staff  
GENE GILMORE, Maintenance Supervisor  
NUNO LIGEIRO, Maintenance  
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 5, 2025. 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  
10 salute the flag.

11           (Pledge of Allegiance.)

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

14           MS. GILMORE: Commissioner Choffo.

15           COMMISSIONER CHOFFO: Here.

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 Can I have a motion to approve the  
4 minutes of the February 5, 2025 meeting?

5 COMMISSIONER PETTIGREW: Motion.

6 COMMISSIONER CONFESSORE: Second.

7 THE CHAIRMAN: Motion by Pettigrew,  
8 second by Confessore.

9 Clerk, call the roll.

10 MS. GILMORE: Commissioner Choffo.

11 COMMISSIONER CHOFFO: Yes.

12 MS. GILMORE: Commissioner Confessore.

13 COMMISSIONER CONFESSORE: Yes.

14 MS. GILMORE: Commissioner Kinsella.

15 COMMISSIONER KINSELLA: Abstain.

16 MS. GILMORE: Commissioner Miller.

17 COMMISSIONER MILLER: Aye.

18 MR. GILMORE: Commissioner Mustilli.

19 COMMISSIONER MUSTILLI: Aye.

20 MS. GILMORE: Commissioner Pettigrew.

21 COMMISSIONER PETTIGREW: Aye.

22 MS. GILMORE: Dr. Doran.

23 THE CHAIRMAN: Aye.

24 Can I have a motion to approve the  
25 bills? Before I go, any questions on the bills?

1 Yes?

2 COMMISSIONER MILLER: I got the budget  
3 and there are a couple of busts related to three  
4 items I'm trying to understand, and one of them  
5 has to do with gas. Do we have a contract for  
6 gas?

7 THE CHAIRMAN: I think we do. We have  
8 the gas supplier and distributor.

9 COMMISSIONER MILLER: Right. I'm not  
10 questioning the usage, I'm just questioning it's  
11 a bust, because it's ten months into the year and  
12 we're way over budget. My question has to do  
13 with how much over last year's -- I'm just  
14 asking, is it usage or pricing that's the  
15 difference? I'm just trying to understand.

16 THE CHAIRMAN: I would totally say  
17 usage because my home bill, I'm way above my  
18 equal payment plan, only because it's been so  
19 cold. We've had the cold spells we didn't have  
20 last year.

21 COMMISSIONER KINSELLA: Exactly.

22 COMMISSIONER MILLER: I understand.

23 DIRECTOR LUCAS: I would say the new  
24 boilers have a lot to do with the extra stuff  
25 going on because of the, I mean everything, we've

1 got everything new down there.

2 COMMISSIONER CHOFFO: If I could just  
3 interject. Even at the schools, Richard, we're  
4 supposed to have, for instance, this UGI Energy  
5 Services, they're a co-op. We haven't seen any  
6 reduction in our energy costs, and we have solar  
7 panels, we have new boilers in the building, and  
8 my utility costs keep rising year to year. It's  
9 incredible.

10 COMMISSIONER KINSELLA: It's the  
11 delivery.

12 THE CHAIRMAN: Excuse me. We don't  
13 normally do this, but the Chair is going to  
14 recognize Nick for a statement.

15 MR. ACEVEDO: At one point it's  
16 underbudget by \$11,000, the gas bill.

17 DIRECTOR LUCAS: We have two months  
18 left.

19 MR. ACEVEDO: What I'm trying to say is  
20 period amount is \$27,892.43, and we budget at  
21 \$39,887, so...

22 COMMISSIONER MILLER: No, I'm looking  
23 at year to date versus budget, versus --

24 MR. ACEVEDO: Yeah, well, year to date  
25 we are. But for the quarter we're actually

1 under.

2 COMMISSIONER MILLER: I understand  
3 we're ten months into it.

4 THE CHAIRMAN: Obviously, Ray, it's  
5 something to pay attention to.

6 COMMISSIONER MILLER: I'm just asking  
7 the question so that -- if it is, because we're  
8 in the tenth month of a twelve-month cycle, and  
9 the cycle is going to start again and you're  
10 going to set up a budget so that -- I'm just  
11 asking the question looking forward, on a forward  
12 looking basis, is it a bust because someone left  
13 their -- by way of example, someone in our  
14 neighborhood, we have propane. Someone left on  
15 the barbecue from the party on Saturday and  
16 drained 1,000 gallons worth of propane by Sunday.  
17 I'm just asking the question, is it related to  
18 usage?

19 THE CHAIRMAN: I hope they didn't leave  
20 the gas on.

21 MS. GILMORE: Like radiators?

22 COMMISSIONER KINSELLA: I'm thinking  
23 the delivery charges went up.

24 COMMISSIONER MILLER: It's not a gotcha  
25 question. I just want to know.

1 MR. GILMORE: So we're actually under  
2 budget.

3 COMMISSIONER MILLER: You're over  
4 budget a lot.

5 THE CHAIRMAN: Gene, work with Ray and  
6 maybe get something together, because it would be  
7 good for all of us to see if there was  
8 something --

9 DIRECTOR LUCAS: Yes, I'll send it to  
10 all the commissioners tomorrow. I'll take care  
11 of all three.

12 THE CHAIRMAN: So are you okay to  
13 approve the bills?

14 COMMISSIONER MILLER: Yes.

15 COMMISSIONER PETTIGREW: Motion.

16 COMMISSIONER MUSTILLI: Second.

17 THE CHAIRMAN: Motion by Pettigrew,  
18 Second by Mustilli.

19 Okay, I'm sorry, you did say something  
20 first, Mr. Miller. So introduced by Mr. Miller,  
21 motion by Mr. Miller and second by Mustilli.

22 Clerk, call the roll.

23 MS. GILMORE: Commissioner Choffo.

24 COMMISSIONER CHOFFO: Aye.

25 MS. GILMORE: Commissioner Confessore.

1 COMMISSIONER CONFESSORE: Aye.

2 MS. GILMORE: Commissioner Kinsella.

3 COMMISSIONER KINSELLA: Aye.

4 MS. GILMORE: Commissioner Miller.

5 COMMISSIONER MILLER: Aye.

6 MR. GILMORE: Commissioner Mustilli.

7 COMMISSIONER MUSTILLI: Aye.

8 MS. GILMORE: Commissioner Pettigrew.

9 COMMISSIONER PETTIGREW: Abstain. I  
10 wasn't recognized. Yes.

11 MS. GILMORE: Dr. Doran.

12 THE CHAIRMAN: Aye.

13 Communications. I came in tonight and  
14 I said it's a good day for two of our favorite  
15 people, a sad day for the Gardens. We have both  
16 retirement letters in for Gene and Maureen.

17 DIRECTOR LUCAS: Very sad.

18 MS. GILMORE: A long time.

19 THE CHAIRMAN: You've become a fixture  
20 here, you both have, and the place has been kept  
21 up by a lot of your blood, sweat and tears. And  
22 on behalf of the Commissioners we say at this  
23 point thank you, and I'm sure we'll have some way  
24 of celebrating your retirement in the future.  
25 But accepting your letters tonight it's



1 regretful, but yet we're happy for you. And we  
2 had this conversation, and it's always good to  
3 retire when you can still walk and talk and know  
4 your name. And so on behalf of the Board, I  
5 thank you. And we'll see you over the next few  
6 months, but we do accept that, with some regrets,  
7 but yet best wishes for, really, happiness and a  
8 healthy retirement.

9 I'm going to call for a motion to  
10 receive the retirement letters.

11 COMMISSIONER PETTIGREW: Motion.

12 COMMISSIONER KINSELLA: Second.

13 COMMISSIONER MUSTILLI: Second.

14 THE CHAIRMAN: Motion by Kinsella,  
15 second by Mustilli. I'm sorry.

16 Clerk, call the roll.

17 MS. GILMORE: Commissioner Choffo.

18 COMMISSIONER CHOFFO: No.

19 MS. GILMORE: Commissioner Confessore.

20 COMMISSIONER CONFESSORE: Aye.

21 MS. GILMORE: Commissioner Kinsella.

22 COMMISSIONER KINSELLA: Aye.

23 MS. GILMORE: Commissioner Miller.

24 COMMISSIONER MILLER: Aye.

25 MR. GILMORE: Commissioner Mustilli.

1 COMMISSIONER MUSTILLI: Aye.

2 MS. GILMORE: Commissioner Pettigrew.

3 COMMISSIONER PETTIGREW: Aye.

4 MS. GILMORE: Dr. Doran.

5 THE CHAIRMAN: Aye.

6 Ray, we're going to --

7 DIRECTOR LUCAS: That would be yes.

8 THE CHAIRMAN: Okay. We're going to  
9 talk about Ray's report.

10 That's it for communications, right;  
11 just the two letters?

12 MS. GILMORE: Yes, that's it.

13 THE CHAIRMAN: No other retirements?

14 MS. GILMORE: No.

15 THE CHAIRMAN: Okay. Can I give mine?  
16 All right. So best of luck.

17 And Ray?

18 DIRECTOR LUCAS: So I do have a  
19 question, Dr. Doran. My report -- is there any  
20 way we can have the Board vote on maybe hiring?  
21 I need a replacement for Maureen, and I  
22 definitely need another guy inside the  
23 maintenance department.

24 THE CHAIRMAN: Well, why don't we do  
25 this? Why don't we -- if I make a motion to post

1 for those positions, I'll introduce that. Can  
2 someone give me a motion on that?

3 COMMISSIONER MUSTILLI: Motion.

4 COMMISSIONER KINSELLA: Second.

5 THE CHAIRMAN: Motion by Mustilli,  
6 second by Miller -- I'm sorry, Kinsella.  
7 Clerk, call the roll.

8 MS. GILMORE: Commissioner Choffo.

9 COMMISSIONER CHOFFO: Aye.

10 MS. GILMORE: Commissioner Confessore.

11 COMMISSIONER CONFESSORE: Aye.

12 MS. GILMORE: Commissioner Kinsella.

13 COMMISSIONER KINSELLA: Aye.

14 MS. GILMORE: Commissioner Miller.

15 COMMISSIONER MILLER: Aye.

16 MR. GILMORE: Commissioner Mustilli.

17 COMMISSIONER MUSTILLI: Aye.

18 MS. GILMORE: Commissioner Pettigrew.

19 COMMISSIONER PETTIGREW: Aye.

20 MS. GILMORE: Dr. Doran.

21 COMMISSIONER PETTIGREW: What was the  
22 motion?

23 THE CHAIRMAN: This is the motion to  
24 post for the positions.

25 COMMISSIONER PETTIGREW: I know, I

1 know. Aye.

2 THE CHAIRMAN: I'm going to turn it  
3 over to Joe. If you could, Joe, assist in the  
4 posting of the job description and all that  
5 stuff?

6 MR. MANFREDI: Yes, will do.

7 THE CHAIRMAN: And if there's any  
8 changes needed to any job description, though, if  
9 it's okay with you guys, I'll leave it up to the  
10 Personnel Committee if we have to make any  
11 changes with job description or things like that.

12 MR. MANFREDI: Yes, sure.

13 THE CHAIRMAN: Gene, we might have to  
14 cut yours, there might be we need five people we  
15 have to hire. And to do yours, Maureen, we'll  
16 need a dozen.

17 MR. MANFREDI: We'll do that, I'll  
18 prepare it.

19 THE CHAIRMAN: Okay. So we can just  
20 move on with that.

21 DIRECTOR LUCAS: Thank you, guys, I  
22 appreciate that.

23 THE CHAIRMAN: And we'll leave it up to  
24 that.

25 And also while -- before we get into

1 new business, I just want to mention the  
2 Personnel Committee had some discussions with  
3 Raymond, and we're all agreed on the proposed  
4 salary increases for tonight. So that's on our  
5 agenda for tonight.

6 COMMISSIONER KINSELLA: What is it?

7 THE CHAIRMAN: The salary increases  
8 that are in your agenda tonight. Before I throw  
9 anybody under the bus, do you want to take a  
10 quick look at it?

11 COMMISSIONER KINSELLA: So 3 percent?

12 THE CHAIRMAN: Yes.

13 COMMISSIONER MILLER: Who's this law  
14 firm?

15 THE CHAIRMAN: Okay. So can I have a  
16 motion to accept the Executive Director's report?

17 COMMISSIONER PETTIGREW: Motion.

18 COMMISSIONER MUSTILLI: Second.

19 THE CHAIRMAN: Motion by Pettigrew,  
20 second by Mustilli.

21 Clerk, call the roll.

22 MS. GILMORE: Commissioner Choffo.

23 COMMISSIONER CHOFFO: Aye.

24 MS. GILMORE: Commissioner Confessore.

25 COMMISSIONER CONFESSORE: Aye.

1 MS. GILMORE: Commissioner Kinsella.

2 COMMISSIONER KINSELLA: Aye.

3 MS. GILMORE: Commissioner Miller.

4 COMMISSIONER MILLER: Aye.

5 MR. GILMORE: Commissioner Mustilli.

6 COMMISSIONER MUSTILLI: Aye.

7 MS. GILMORE: Commissioner Pettigrew.

8 COMMISSIONER PETTIGREW: Aye.

9 MS. GILMORE: Dr. Doran.

10 THE CHAIRMAN: Okay. Maintenance  
11 report. Any questions for Gene? Let's pepper  
12 him while he's here for a couple of months. I  
13 want to go back to those outlets behind the  
14 refrigerator.

15 Motion to accept the maintenance  
16 report.

17 COMMISSIONER PETTIGREW: Motion.

18 COMMISSIONER MILLER: Second.

19 THE CHAIRMAN: Motion by Pettigrew,  
20 second by Miller.

21 Clerk, call the roll.

22 MS. GILMORE: Commissioner Choffo.

23 COMMISSIONER CHOFFO: Aye.

24 MS. GILMORE: Commissioner Confessore.

25 COMMISSIONER CONFESSORE: Aye.

1 MS. GILMORE: Commissioner Kinsella.

2 COMMISSIONER KINSELLA: Aye.

3 MS. GILMORE: Commissioner Miller.

4 COMMISSIONER MILLER: Aye.

5 MR. GILMORE: Commissioner Mustilli.

6 COMMISSIONER MUSTILLI: Aye.

7 MS. GILMORE: Commissioner Pettigrew.

8 COMMISSIONER PETTIGREW: Aye.

9 MS. GILMORE: Dr. Doran.

10 THE CHAIRMAN: Aye. All right.

11 Any old business other than me?

12 For new business, if it's okay with you

13 I'm going to do a consent and approve the

14 following resolutions. A motion to approve a

15 quote for the annual fire inspection, I believe

16 that's Effective Alarm.

17 A resolution for adopting the updated

18 policies, that's Resolution 1667.

19 Motion to approve Resolution 1668

20 awarding account services to Geltrude.

21 Motion 1669 awarding legal services to

22 Manfredi & Pellechio.

23 Resolution 1770 awarding auditing

24 services, Polcari.

25 And, well, let's do those resolutions,

1 and we'll do one for the salary increases. So  
2 motion to approve them?

3 COMMISSIONER KINSELLA: Motion.

4 COMMISSIONER CONFESSORE: Second.

5 THE CHAIRMAN: Motion by Kinsella,  
6 second by Confessore.

7 Clerk, call the roll.

8 MS. GILMORE: Commissioner Choffo.

9 COMMISSIONER CHOFFO: Aye.

10 MS. GILMORE: Commissioner Confessore.

11 COMMISSIONER CONFESSORE: Aye.

12 MS. GILMORE: Commissioner Kinsella.

13 COMMISSIONER KINSELLA: Aye.

14 MS. GILMORE: Commissioner Miller.

15 COMMISSIONER MILLER: Aye.

16 MR. GILMORE: Commissioner Mustilli.

17 COMMISSIONER MUSTILLI: Aye.

18 MS. GILMORE: Commissioner Pettigrew.

19 COMMISSIONER PETTIGREW: Aye.

20 MS. GILMORE: Dr. Doran.

21 THE CHAIRMAN: Aye.

22 Okay. Motion to approve Resolution  
23 1771 approving salary increase for staff, and  
24 motion for 1772 approving Executive Director's  
25 salary increase.



1 COMMISSIONER CONFESSORE: Motion.

2 COMMISSIONER MUSTILLI: Motion.

3 THE CHAIRMAN: Motion by Confessore,  
4 second by Mustilli.

5 Clerk, call the roll.

6 MS. GILMORE: Commissioner Choffo.

7 COMMISSIONER CHOFFO: Aye.

8 MS. GILMORE: Commissioner Confessore.

9 COMMISSIONER CONFESSORE: Aye on the  
10 Director, abstain from the other.

11 THE CHAIRMAN: He's abstaining from  
12 staff increases.

13 MS. GILMORE: Commissioner Kinsella.

14 COMMISSIONER KINSELLA: Aye.

15 MS. GILMORE: Commissioner Miller.

16 COMMISSIONER MILLER: Aye.

17 MR. GILMORE: Commissioner Mustilli.

18 COMMISSIONER MUSTILLI: Aye.

19 MS. GILMORE: Commissioner Pettigrew.

20 COMMISSIONER PETTIGREW: Aye.

21 MS. GILMORE: Dr. Doran.

22 THE CHAIRMAN: Aye.

23 Great. Is there anyone from the public  
24 who wishes to be heard?

25 Do I have a motion to adjourn? All

1       those in favor?

2                   (Ayes.)

3           THE CHAIRMAN:   Any opposed?

4                   (No response.)

5           THE CHAIRMAN:   Best of luck and health.

6

7                   (Whereupon the proceedings concluded at 6:15

8       p.m. )

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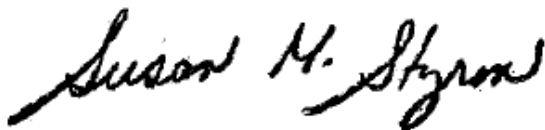
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CERTIFICATE

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 June 30, 2026

Dated: March 18, 2025

<b>&amp;</b>	<b>7</b>	<b>appreciate</b>	<b>ayes</b> 18:2
<b>&amp;</b> 15:22	<b>788</b> 1:6	12:22	<b>b</b>
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<b>01704</b> 1:25 <b>07029</b> 1:6	<b>9280</b> 19:19	<b>approving</b> 16:23,24	
<b>1</b>	<b>a</b>	<b>arthur</b> 1:9 <b>asking</b> 4:14 6:6 6:11,17 <b>assist</b> 12:3 <b>attention</b> 6:5 <b>attorney</b> 1:17 19:12,15 <b>auditing</b> 15:23 <b>authority</b> 1:1,3 1:18,19,20 2:3 <b>avenue</b> 1:6 <b>awarding</b> 15:20,21,23 <b>aye</b> 3:17,19,21 3:23 7:24 8:1,3 8:5,7,12 9:20 9:22,24 10:1,3 10:5 11:9,11 11:13,15,17,19 12:1 13:23,25 14:2,4,6,8,23 14:25 15:2,4,6 15:8,10 16:9 16:11,13,15,17 16:19,21 17:7 17:9,14,16,18 17:20,22	
<b>1</b> 1:5 <b>1,000</b> 6:16 <b>11,000</b> 5:16 <b>1667</b> 15:18 <b>1668</b> 15:19 <b>1669</b> 15:21 <b>1770</b> 15:23 <b>1771</b> 16:23 <b>1772</b> 16:24 <b>18</b> 19:21	<b>above</b> 4:17 <b>abstain</b> 3:15 8:9 17:10 <b>abstaining</b> 17:11 <b>accept</b> 9:6 13:16 14:15 <b>accepting</b> 8:25 <b>account</b> 15:20 <b>accurate</b> 19:7 <b>acevedo</b> 1:20 5:15,19,24 <b>action</b> 19:13,16 <b>actually</b> 5:25 7:1 <b>adjourn</b> 17:25 <b>adopting</b> 15:17 <b>agenda</b> 2:7 13:5,8 <b>agreed</b> 13:3 <b>alarm</b> 15:16 <b>allegiance</b> 2:11 <b>amount</b> 5:20 <b>andrew</b> 1:19 <b>annual</b> 15:15 <b>anybody</b> 13:9		
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<b>2025</b> 1:5 2:4 3:4 19:21 <b>2026</b> 19:20 <b>27,892.43</b> 5:20			<b>c.s.r.</b> 1:24 19:5 <b>call</b> 2:12 3:9 7:22 9:9,16 11:7 13:21 14:21 16:7
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