

**Minutes of the 11/19/20 Scheduled NOVEMBER meeting of the Board of Commissioners of the WEEHAWKEN HOUSING AUTHORITY held virtually using zoom meeting Weehawken, county of Hudson, state of new jersey. At 6:45 PM, the meeting was called to order. Chairman Nersesian read the Statement of Compliance and led the Flag Salute.**

**Present were:** *Chairman Dom Facchini*  
*Commissioner Carnig Nersesian*  
*Commissioner Schmid*  
*Commissioner Eleanor Bez-absent*  
*Commissioner Leonard Lauricella-absent*  
*Commissioner Al Orecchio*  
*Commissioner Cathy Marchetti*

*Also present:* *R. DiVincent, Executive Director*  
*W. Katchen, Accountant-*  
*J. Capizzi-Attorney*  
*R. Gonzalez-Tenant Services Coordinator*  
*D. Gasorek*  
*T. Greco*  
*Darlene Vetter -Housing Authority Recorder*

#### **PREVIOUS MINUTES**

***Motion** was made by Commissioner Marchetti and seconded by Commissioner Nersesian to pass the OCTOBER 22, 2020 meeting minutes.*

*Chairman Dom Facchini-aye*  
*Commissioner Carnig Nersesian-aye*  
*Commissioner Schmid-aye*  
*Commissioner Eleanor Bez-absent*  
*Commissioner Leonard Lauricella-absent*  
*Commissioner Al Orecchio-aye*  
*Commissioner Cathy Marchetti-aye*

AYE- 5    ABSTAIN -

#### **CORRESPONDENCE**

- 1) 2021 DCA Budget*
- 2) 2021 HUD Budget*
- 3) 2019 AUDIT*

**RESOLUTIONS**

- a) **Resolution # 2020-05 Motion** was made by Commissioner Marchetti and **seconded** by Commissioner Nersesian approving late filing of 2021 DCA Budget

*Chairman Dom Facchini-aye  
Commissioner Carnig Nersesian-aye  
Commissioner Schmid-aye  
Commissioner Eleanor Bez-absent  
Commissioner Leonard Lauricella-absent  
Commissioner Al Orecchio-aye  
Commissioner Cathy Marchetti-aye*

AYE- 5 ABSTAIN –

- b) **Resolution # 2020-06 Motion** was made by Commissioner Nersesian and **seconded** by Commissioner Marchetti considering adoption of the 2021 DCA Budget

*Chairman Dom Facchini-aye  
Commissioner Carnig Nersesian-aye  
Commissioner Schmid-aye  
Commissioner Eleanor Bez-absent  
Commissioner Leonard Lauricella-absent  
Commissioner Al Orecchio-aye  
Commissioner Cathy Marchetti-aye*

AYE- 5 ABSTAIN –

- c) **Resolution # 2020-07 Motion** was made by Commissioner Marchetti and **seconded** by Commissioner Nersesian approving the 2021 HUD Budget

*Chairman Dom Facchini-aye  
Commissioner Carnig Nersesian-aye  
Commissioner Schmid-aye  
Commissioner Eleanor Bez-absent  
Commissioner Leonard Lauricella-absent  
Commissioner Al Orecchio-aye  
Commissioner Cathy Marchetti-aye*

AYE- 5 ABSTAIN –

- d) **Resolution # 2020-08 Motion** was made by Commissioner Nersesian and **seconded** by Commissioner Marchetti accepting and adopting the 2019 Audit

*Chairman Dom Facchini-aye  
Commissioner Carnig Nersesian-aye  
Commissioner Schmid-aye  
Commissioner Eleanor Bez-absent  
Commissioner Leonard Lauricella-absent  
Commissioner Al Orecchio-aye  
Commissioner Cathy Marchetti-aye*

AYE- 5 ABSTAIN –

- e) **Resolution # 2020-09 Motion** was made by Commissioner Nersesian and **seconded** by Commissioner Marchetti accepting the Resolution for the Local Finance Board.

*Chairman Dom Facchini-aye  
Commissioner Carnig Nersesian-aye  
Commissioner Schmid-aye  
Commissioner Eleanor Bez-absent  
Commissioner Leonard Lauricella-absent  
Commissioner Al Orecchio-aye  
Commissioner Cathy Marchetti-aye*

AYE- 5 ABSTAIN –

#### **BIDS AND PROPOSALS**

NONE

#### **ACCOUNTANTS REPORT**

- a) *Mr. Katchen reviewed the financials with the Board and reported that at the end of the 10-month period, there is deficit of \$47,956 expense principally due to Capital projects cots paid but not reimbursed from Capital Repair and Replacement Account. Additionally, sundries are over because of \$18,366 in A & E fees. If or when we are reimbursed, we will either have a surplus or smaller deficit.*
- b) *We picked up \$13,824 in revenue for reimbursables from the COVID CARES ACT. That funding is distributed into the Section 8 account and is held and cannot be utilized until we have expenses itemized against it.*
- c) *HCV has a surplus of \$117,575 for the 10-month period. This includes COVID CARES ACT revenue.*
- d) *Rad program running well with the exception of the additional Capital Improvement Costs.*

- e) *Mr. Katchen reviewed the 2019 Audit with the Board and explained that there were no findings. The auditor ha provided the highest level of assurance on the financial statements, compliance with HUD regulation, and compliance with government auditing standards.*
- f) *In reviewing the 2021 HUD Budget with the Board, Mr. Katchen explained the need to amend the Physical Needs assessment Schedule on projected expenditures over a twenty (20) year capital improvement period. He also addressed the need to prorate more expenses /time to the HCV program.*
- g) *The State DCA 2021 Budget has a total surplus of \$101,499 with the largest increase of \$20,000 to the Repair and Replacement Reserve account. Also an anticipated addition to the Capital Budget of \$ 100,000 for Capital Cost, Repair and Replacement and additional Refrigerators and Ranges for apartments.*

#### **PAYMENT OF OPERATING BILLS**

**Motion** was made by Commissioner Nersesian and **Seconded** by Commissioner Marchetti to pay **NOVEMBER** bills.

*Chairman Dom Facchini-aye  
Commissioner Carnig Nersesian-aye  
Commissioner Schmid-aye  
Commissioner Eleanor Bez-absent  
Commissioner Leonard Lauricella-absent  
Commissioner Al Orecchio-aye  
Commissioner Cathy Marchetti-aye*

AYE- 5    ABSTAIN

#### **PAYMENT OF RAD UPGRADE BILLS** NONE

#### **REPORTS**

##### **ATTORNEYS REPORT**

- a) *Mr. Capizzi suggested adding the ZOOM meeting notice and instructions to our web site*
- b) *He will also continue working on HAP contract for 2-4 Potter and REHAB with Mr. Katchen and Mr. Burke.*

**INSURANCE REPORT**

NONE

**EXECUTIVE DIRECTOR'S REPORT**

- a) *Mr. DiVincent explained to the Board that we are still proceeding with cleaning and preparing all buildings during the COVID crisis.*

**RAD 525 GREGORY-Project Based Voucher- 95**

**SECTION 8 – HCV PBV PORTABLE**

**INSPECTORS REPORT**

*RAD 525 GREGORY INSPECTIONS*

*Total 99 Pass 71 Fail 1 Inconclusive 27*

*Paperwork for follow up with maintenance being prepared.*

**NEW BUSINESS**

- a) *Chairman Facchini wishes the Board a Happy Thanksgiving.*

**OLD BUSINESS**

- a) *11/19/20Mr. DiVincent meeting with architect on site regarding 525 Soffit repairs.*
- b) *Section 8 lease up vouchers*
- c) *8/22/2019 Notify Hud of RAD Cap. Impro. Advancement Re: 20 yr. plan. Revised schedule to be sent to HUD.*
- d) *1/30/20 Exec. Director to review phone plans / charges to see what can be consolidated.*
- e) *Mr. Capizzi along with Mr. Burke to initiate HAP Contract for Project Based Vouchers between WHA and WSHC 2-4 POTTER PLACE*

**EXECUTIVE SESSION**

NONE

**REMARKS FROM CITIZENS**

NONE

**ADJOURNEMENT**

*At 7:00 PM **motion** was made by Commissioner Marchetti and **seconded** by Commissioner Nersesian to adjourn meeting.*

*Chairman D. Facchini -aye  
Commissioner C. Nersesian-aye  
Commissioner M. Schmid-aye  
Commissioner E. Bez-absent  
Commissioner L. Lauricella-absent  
Commissioner C. Marchetti-aye  
Commissioner A. Orecchio-aye*

*5-Ayes: Abstain:*

Respectfully submitted  
Darlene Vetter  
Housing Authority Recorder