

MORRISTOWN HOUSING AUTHORITY
BOARD OF COMMISSIONERS
23 Clyde Potts Drive
Morristown, New Jersey 07960
Monday, February 24, 2014
Commencing at 6:00 p.m.

RE: Regular Open Public Meeting

TRANSCRIPT
OF THE
PROCEEDINGS

M E M B E R S P R E S E N T:

VERA WHITE, Chairperson
MICHAEL A. CHERELLO, Vice Chairman
MARY DOUGHERTY, Commissioner
DOROTHY HOLMAN, Commissioner
MARION E. SALLY, Commissioner
EDWARD RAMIREZ, Commissioner
FRANK VITOLO, Commissioner

A L S O P R E S E N T:

LEANORA GROSS, Acting Executive Director
CYNTHIA SARGENT, AMP Manager
ALISON DEEB, Council Liaison

A P P E A R A N C E S:

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REPORTED BY:
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1 CHAIRPERSON WHITE: I, Vera White,
2 chairperson of the Board of Commissioners of the
3 Housing Authority of the Town of Morristown,
4 presiding officer at this meeting, do hereby
5 state it is now six o'clock in the evening on
6 January 27, 2014, and we are convening at 23
7 Clyde Potts Drive, Morristown, New Jersey, and do
8 hereby announce publicly -- and it's not January
9 27, I'm looking at the wrong one, it is actually
10 February 24th. And I do hereby announce publicly
11 that proper notice of this meeting has been
12 provided in accordance with New Jersey Open
13 Public Meeting Act.

14 Roll call.

15 (At this point in the proceedings
16 roll call is taken with Commissioner White,
17 Commissioner Cherello, Commissioner Dougherty,
18 Commissioner Ramirez, Commissioner Vitolo,
19 Commissioner Holman, and Commissioner Sally being
20 present.)

21 CHAIRPERSON WHITE: Pledge of
22 allegiance.

23 (At this point in the proceedings
24 the flag is saluted.)

25 CHAIRPERSON WHITE: A moment of

1 silence.

2 (At this point in the proceedings
3 a moment of silence is observed.)

4 CHAIRPERSON WHITE: Any public
5 comments from the audience? Step up to the mic,
6 state your name, your address.

7 No comments? Moving on to the
8 approval of the minutes.

9 COMMISSIONER CHERELLO: Let me
10 make a motion to approve.

11 CHAIRPERSON WHITE: I'll second
12 it. Roll call.

13 (At this point in the proceedings
14 roll call is taken with Commissioner White,
15 Commissioner Cherello, Commissioner Dougherty,
16 Commissioner Ramirez, Commissioner Holman, and
17 Commissioner Sally voting in favor, and
18 Commissioner Vitolo abstaining.)

19 CHAIRPERSON WHITE: Since I
20 brought my wrong packet tonight, I'm trying to
21 figure out, Joe, because we did miss two
22 meetings, do we need to take a vote on the -- I
23 know we do have permission to pay bills, but do
24 we need to take a vote on those bills?

25 MR. MANFREDI: We do, Madam

1 Chairperson. By prior resolution the
2 executive -- or acting executive director in this
3 case has the authority to pay all bills necessary
4 in the absence of a meeting. However, when we
5 convene next meeting the board is asked to ratify
6 that approval. So we do have to have a
7 resolution for both months that we did not meet
8 of paying those bills.

9 CHAIRPERSON WHITE: Thank you.

10 Okay. The executive report, we will move on to
11 that.

12 MS. GROSS: Currently there are 20
13 vacancies project-wide, three units scheduled for
14 March move-ins. For the Housing Choice Voucher
15 Program we are currently at 90 percent
16 utilization rate for our voucher program, and
17 there were no new vouchers issued within the past
18 month. For maintenance there were a total of 320
19 work orders for the month of January. All work
20 completed well within guidelines.

21 COMMISSIONER RAMIREZ: Was there
22 any problem with water damage, any water damage
23 from the storm?

24 MS. GROSS: No, none that was
25 reported.

1 COMMISSIONER VITOLLO: Can I ask a
2 question? The vouchers at 90 percent, we've been
3 consistently I think for as long as I have been
4 serving it's been around 90. Why doesn't that
5 number move? Is it because there's no
6 applications, or what's the --

7 COMMISSIONER RAMIREZ: Frank, you
8 want to talk into the --

9 COMMISSIONER VITOLLO: I'm sorry.
10 I asked about the voucher number at 90 percent.
11 As long as I've served it's been around 90. I
12 was wondering if that number is going to move,
13 why hasn't it moved.

14 MS. GROSS: Because we can't
15 (inaudible). It will remain like that until
16 (inaudible.)

17 THE COURT REPORTER: Can you speak
18 up? I can't hear what you're saying.

19 MR. MANFREDI: I'm sorry. If I
20 can add, the common current practice, because of
21 the HUD cutbacks has been, and HUD has
22 recommended this, at least 90 percent (inaudible)
23 at least 100 percent, and HUD does not refund it
24 the next year. We can have a deficit. So most
25 agencies are pulling back to 90, many pull back

1 lower. We've stayed at 90 as per the HUD
2 recommendation.

3 MS. GROSS: We were granted ten
4 more vouchers we got this month. So we should be
5 using them up.

6 COMMISSIONER VITOLO: And on the,
7 I think you said (inaudible) units, I counted 17,
8 maybe it's 20, so I saw somewhere on here that
9 for October and September, so like for example
10 the September units, are they not ready because
11 there's a fundamental issue with them, or is it
12 just where you guys are at?

13 CHAIRPERSON WHITE: We got to ask
14 Mr. Pounder to answer that question. Did you
15 hear that question, Mr. Pounder?

16 MR. POUNDER: No.

17 COMMISSIONER VITOLO: I was
18 wondering, I saw some units on the list that have
19 been I guess vacated since September or October
20 but they're not ready yet. What kind of issues
21 do the older -- those units that have been on so
22 long have?

23 MR. POUNDER: To be perfectly
24 honest, they have no real big issues, it's just
25 that we've been doing a lot of other things, and

1 a lot of other things have been coming up. I
2 mean, the last month we've been in snow. There
3 are people presently in them repairing them,
4 they're just not ready yet because we've just
5 been doing other things, and we're short on
6 staff. I got a guy that's out that got hurt. So
7 basically I'm really down with three mechanics.
8 I got three mechanics working. And we just
9 trying to keep up with the work orders. And
10 sometimes I got to pull the mechanics from doing
11 apartments to help out with the work orders,
12 because some days they just come in, a lot of
13 work orders, busted pipes, and I have to pull
14 them in order to keep up with the work orders.

15 COMMISSIONER VITOLO: Is there one
16 or two say issues that are consistent that --
17 like if you had a guy to patch and paint, I'm
18 making this up, I don't know what's left to do,
19 what's the main thing that needs to be done?

20 MR. POUNDER: That's what we came
21 up with, maybe about three weeks ago we hired a
22 temp, we hired a temporary guy to just stay in
23 the apartments. So that's what we're doing now.
24 He doesn't come out of the apartment for nothing
25 but snow removal. Because with snow removal,

1 everybody has to participate. Other than that he
2 has to stay in the units.

3 COMMISSIONER VITOLO: For example,
4 this three bedroom unit, it's showing September
5 3rd, 2013 is when it was vacated. Like how long
6 would it take to get a unit like that up and
7 running?

8 MR. POUNDER: I don't have it with
9 me, but we have a time table on certain units.
10 One bedroom might take seven days, a two bedroom
11 might take ten days. We have a time limit on
12 these apartments, and we try to go by them. But
13 some units, as you know, are worse than others.
14 So sometimes it takes a little longer. But the
15 units that we turn over, we have strict
16 guidelines by the manager. And they do come out
17 real nice, but they take time. It's not that we
18 can just go in there and just do them, it takes
19 time to do a unit.

20 COMMISSIONER VITOLO: So based on
21 your experience, is this about the same number of
22 units that have been waiting to be finished, or
23 is this a lot more than you're used to, in your
24 experience?

25 MR. POUNDER: I think it's a lot

1 more. A lot of people just constantly move out.
2 We just constantly keep -- like every time we get
3 them under control they just -- looks like just
4 vanishes, and units become empty, empty, empty.

5 COMMISSIONER RAMIREZ: I got to
6 tell you, six months to paint and repair a three
7 bedroom unit is just obscene. It's not -- I
8 don't care how busy you are. And I think that we
9 did pass a resolution or a promotion to go
10 outside and hire people to come in and do these
11 units. That's a lot of rent, three bedroom
12 units. And take aside the revenue, there's
13 probably somebody out there that has four, five
14 kids that needs a three bedroom unit. So we
15 just -- I don't even think that stands within the
16 standards of the housing authority or HUD to take
17 six months to repair a unit.

18 MR. POUNDER: What you have to
19 understand is this, yes, sir, you did approve
20 that, yes, we did go out and get a contractor to
21 come in here and do these units, and yes, it was
22 helpful, but then as soon as that was under
23 control we looked around, we got a lot more
24 units. We can't control it. We're
25 short-staffed. Only so much we can do. And it's

1 only so much these guys can do.

2 CHAIRPERSON WHITE: I would
3 suggest we knock out all the senior units. But I
4 question September. I mean, it should be -- you
5 know, that's just a long time.

6 COMMISSIONER RAMIREZ: Don't we
7 get knocked down some kind of performance --

8 MS. GROSS: At the end of the year
9 we do look at --

10 COMMISSIONER RAMIREZ: It's number
11 of days that --

12 MS. GROSS: Number of days, yes.

13 COMMISSIONER VITOLO: Have we
14 looked at sort of the standards that we apply?
15 And maybe we don't need all brand new floors.
16 Have we looked at are there ways to cut what we
17 do, sort of change the way we deliver the units
18 so that they can be ready quicker, or does that
19 matter?

20 MR. POUNDER: No, I think the way
21 the units are inspected by the manager are good.
22 I mean, I would want to do an apartment the way I
23 would want to live in it. I don't want no
24 substandard apartment where you do an apartment
25 and don't like right, cutting corners. It takes

1 time. I'm not saying this to be hard or
2 disrespectful to nobody, but until you walk in my
3 guys' shoes you don't really know what they
4 actually do in the unit. They go into the unit,
5 they tear up floors. We've had termite problems
6 where they take up the whole floor, put new
7 joists in, new cabinets, countertops,
8 everything. It takes time to do that stuff.

9 COMMISSIONER SALLY: I'd just like
10 to say also for many years I told the staff when
11 they go into an apartment to turn that unit
12 around, when they leave that unit I want them to
13 look back and ask themselves if they would want
14 to move their family in there. Because if they
15 don't want to move their family in there, we're
16 not giving it to somebody else. And there's more
17 to an apartment than just painting and sanding
18 walls. Sometimes they have to put in cabinets,
19 depending on how long the person lived there that
20 moved out, there's cabinets, new kitchen sinks,
21 countertops, the whole nine yards. And if you
22 have only got three mechanics, because only the
23 mechanics really can go in there and get that job
24 done, you're not going to be able to do it. You
25 need some help. And if you don't mind me making

1 a suggestion, I think what you did back here last
2 year in September or whenever it was, get someone
3 in to do all the studios and one bedrooms and let
4 these guys concentrate just on the family units,
5 the two or three bedrooms to get those done.

6 That would be my suggestion. Because otherwise
7 you're going to keep getting these numbers. You
8 got six vacancies that came up in December. So
9 that means people either passed away, people
10 moved out. So every month you're going to have
11 vacancies coming up. And it's only going to add
12 to this list if we can't get this list cut down.

13 COMMISSIONER DOUGHERTY: In your
14 experience is six and five months the normal time
15 to turn it around? That's extreme.

16 COMMISSIONER SALLY: No, that's
17 unbelievable. I hear what Mr. Pounder is
18 saying. But it should not take five or six
19 months to turn these units around. Sometimes you
20 will get four or five months for a studio because
21 nobody wants them. But that's considered a
22 market condition for HUD. And there's an amount
23 for that. There's not an amount for five or six
24 months for a two or three bedroom. There's
25 demand for that.

1 COMMISSIONER RAMIREZ: Lee, we
2 don't want to get into telling you how to run
3 this place, but just from my experience, when you
4 have a cabinet job, you may want to use an
5 outside contractor to do your cabinets, and let
6 your folks do the lesser complicated, lesser
7 detailed things. So they can come in, take care
8 of those other units that need painting and
9 stuff. But if you have a floor that needs to be
10 done, let's ask for a bid from some poor guy to
11 give us a price, a flat price, no matter what the
12 unit is, just a square foot price or whatever it
13 is. We can do that. A cabinet guy we can -- I
14 mean, there's not too many differences in the
15 kitchens of these units. Give them three or four
16 models, ask them to give us a price of putting in
17 the new cabinets. You pick out what you think is
18 the model that should be going in there, the
19 cabinets, let's get a price for that. So that
20 when we have that condition you'll have all the
21 approvals to have him do a two bedroom unit or
22 three bedroom unit. There will be a price fixed
23 for that. Or to do the floors or whatever. And
24 then our guys can be painting or get a painter.
25 When we get the kind of delays that we're having

1 right now, to ask your mechanics to take care of
2 the every day maintenance stuff and then for us
3 to be three or four or six months behind, it's
4 just not economically productive. So do you need
5 some help writing the specs for these things?
6 I've done that my whole life and I can help you
7 write specs. And they can go out to contractors
8 and we can look at the units and take pictures
9 and say, here's what a unit looks like now, and
10 how much is it going to cost to put good
11 serviceable cabinets in there.

12 MS. GROSS: Okay.

13 COMMISSIONER VITOLO: I think I
14 was just told that we did sort of send this out
15 for some contractors to look at and they quoted
16 us \$1900 just for a single studio turn-around.

17 MS. GROSS: That's about right,
18 \$1900 for the studio.

19 MR. POUNDER: Can't be sure. Not
20 for a studio. Like a one bedroom or something
21 like that.

22 COMMISSIONER VITOLO: What would
23 you need to get these units turned around
24 quicker? Do you need temporary workers, two or
25 three guys or women, or is it the specialties

1 like Ed was saying?

2 MR. POUNDER: I would prefer
3 contractors like to do turnovers. My guys can
4 handle turnovers, being that it's regular routine
5 days we have. Like with snow, stuff like that,
6 that takes the work we put into apartments. You
7 know what I'm saying? Because there's other
8 issues that come up that we can't turn our heads
9 to.

10 COMMISSIONER VITOLLO: What about
11 guys to shovel the snow while you guys turn over
12 the units?

13 MR. POUNDER: We do have two or
14 three guys. We do have one or two guys that
15 might come out and help us shovel snow. But we
16 have to be out there ourselves to make sure
17 everything gets done properly. We got to be on
18 site.

19 CHAIRPERSON WHITE: Speaking on
20 snow, and I'm glad you brought that up, I was
21 thinking, because I look at -- of course we had a
22 tremendous amount of snow this winter, and we did
23 hire some guys to come in, but it wasn't enough.
24 And I'm thinking really, and this is -- I've put
25 this on the table to Lee myself, is that I think

1 when it comes to snow and we need to outsource,
2 we need to get a company that comes in and do
3 it. We can alleviate these guys, period.
4 Because it was very difficult, as he said.
5 There's only three mechanics. Got about five
6 staff -- what do you have?

7 MR. POUNDER: I have about seven
8 people.

9 CHAIRPERSON WHITE: I'm talking
10 about permanent staff, not talking about the guys
11 you hired.

12 MR. POUNDER: I got about seven
13 people.

14 CHAIRPERSON WHITE: Seven people.
15 They were not able -- this was a rough job down
16 here, just in Manahan Village alone. And then
17 the seniors complaining, everybody in Morristown
18 was complaining. I'm thinking in the future that
19 might be a job we need to outsource so these guys
20 can stay in. They have 320 work orders,
21 apartments not turned over. They spend a lot of
22 time on the streets cleaning snow day and night
23 for a whole week. And again, we had additional
24 people. So I look at that, and I don't think
25 that they're equipped to do it. I think we need

1 to get a professional company.

2 COMMISSIONER RAMIREZ: We had a
3 contractor every year for plowing and shoveling
4 on an on-call basis. I mean, the county does it,
5 the town does it. They have contractors that
6 when snow gets too much for our guys to handle we
7 should be able to get on the phone and say, we
8 need two crews, five crews, whatever it takes to
9 clean up. And when you bid it out, you bid it on
10 an on-call basis so you don't pay anything until
11 you need them, and they come and you pay based on
12 what the bid was. Like the county roads, they
13 get a guy, he has a truck with a plow, and they
14 might give him \$124 an hour to plow the streets,
15 the county roads. So when they call him in, from
16 the time he gets there until the time he leaves,
17 he gets paid \$124 an hour, or whatever the figure
18 is. But it's a contract. And if they don't call
19 him, say the county guys can handle it, they
20 would just do it.

21 MS. GROSS: We never had this
22 amount of snow.

23 CHAIRPERSON WHITE: It was for
24 everybody. That was all over New Jersey. It was
25 just too much for anybody.

1 MS. GROSS: We've been able to
2 keep it under control. This year was really a
3 tremendous amount of snow. So to answer that
4 question, I mean, I guess if the board would
5 approve it and want us to do that we certainly
6 can, but we've never done that in the past.

7 CHAIRPERSON WHITE: We have people
8 that do the grounds for the leaf removal, the
9 leaves and grass. I think we should get somebody
10 to remove the snow. And that way these guys
11 don't have to -- they can focus on these
12 apartments and things that they need to do other
13 than remove snow.

14 COMMISSIONER DOUGHERTY: So do we
15 have money in the budget to hire contractors? I
16 feel like we're going through this vicious cycle
17 we've been in before where we don't have the
18 apartments for rent, not getting the revenue,
19 tight on budget, and we were here just a few
20 months ago. As I can remind everybody, there was
21 no snow in September. These units have been
22 sitting since September, October. I understand
23 being under-staffed, but I really would -- we
24 were just here, and we haven't met in several
25 months. So this kept going without anybody

1 keeping an eye on it.

2 CHAIRPERSON WHITE: We keeping an
3 eye on it.

4 COMMISSIONER DOUGHERTY: It hasn't
5 been addressed in several months. But we're
6 right back where we were.

7 CHAIRPERSON WHITE: With six
8 people moving out at once, that was rough. But
9 like she said, September, October, there's really
10 no excuse for that. That needed to be done. I
11 mean, there was no snow. And so I do have a
12 problem with that.

13 COMMISSIONER CHERELLO: Would it
14 be Joe Clark who put together a contract or put
15 out bids on minimum price for square footage for
16 apartments?

17 MR. MANFREDI: We actually did it
18 because it's well under the bid threshold. We
19 can solicit proposals, which Sonny and I did.
20 Sonny did with my input. We did get a company
21 that was the lowest responsible bidder, we were
22 satisfied with the work. However, even their
23 prices were for three bedrooms was \$3900.

24 COMMISSIONER RAMIREZ: What did
25 that include?

1 COMMISSIONER DOUGHERTY: Was that
2 the full unit?

3 MR. MANFREDI: \$3900 for the
4 largest unit.

5 CHAIRPERSON WHITE: If we can
6 afford it we might want to go ahead and knock
7 them out.

8 COMMISSIONER CHERELLO: Well, we
9 obviously have to use outside people to address
10 some units. Now, \$4,000 is -- well, if our guys
11 can't get to it, again, the time goes by we're
12 losing money. If our guys can get to it --
13 probably if you had four guys in there for a
14 month, if that's what you need for three
15 bedrooms, it's probably costing us \$4,000
16 anyway. But I think what we have to do is we
17 have to have our guys focus on the work orders
18 and the snow removal for the rest of this year,
19 and let's bring some outside help in, at least to
20 tackle the one and two units. And then I hate to
21 let the three go, but let's get the ones and twos
22 out of the way and we can jump on the threes, but
23 we have to do something. And you guys got a
24 lot --

25 MR. POUNDER: And we need to take

1 into consideration we on REAC.

2 COMMISSIONER CHERELLO: Do we have
3 enough finances to pull that off?

4 MS. GROSS: I'll talk to Ms.
5 Washington tomorrow. I think we do.

6 CHAIRPERSON WHITE: We should
7 concentrate on the bigger ones and let them do
8 the smaller ones.

9 COMMISSIONER CHERELLO: But the
10 bigger ones you get the most bang for your buck.
11 If you knock off four small ones, I'm not saying
12 big ones aren't important, but knock off four
13 small ones in a three week period versus one
14 large one, let's go for the small ones and get
15 the number down, and then evaluate where we are
16 with our money. And then have the guys, that
17 same company, if we still have money to jump on
18 the larger ones.

19 CHAIRPERSON WHITE: I hear what
20 you're saying. I was thinking what Ms. Sally
21 said when she was a director, it took them two
22 days to turn around, used to give them 48 hours
23 to turn around. It's no excuse. You know what I
24 mean?

25 COMMISSIONER CHERELLO: If we get

1 an outside company, knock off the ones and twos
2 in three weeks. And then we should be able to
3 get them on the threes.

4 COMMISSIONER HOLMAN: Three
5 bedrooms should be the top priority.

6 MS. GROSS: We have applicants
7 prepared to go.

8 COMMISSIONER DOUGHERTY: That was
9 my question. How backed up are we on the needs?
10 Are we looking at what the list looks like versus
11 what the needs are and marrying those together
12 and make sure we can get them on the market, get
13 them filled immediately.

14 CHAIRPERSON WHITE: I think the
15 threes and twos are more in demand than the zero
16 and one.

17 MS. GROSS: Zero is very difficult
18 to fill.

19 CHAIRPERSON WHITE: We got to get
20 something done.

21 MS. GROSS: The other problem is
22 with building 39, because it's just the condition
23 of the building. So we have problems with people
24 wanting to move into that building. So we are in
25 the process now of looking into -- somebody can

1 do the painting and floors and things like that
2 to bring the building up.

3 COMMISSIONER DOUGHERTY: Can we
4 not spend money there yet until we get the units
5 ready?

6 COMMISSIONER VITOLO: Are you guys
7 working overtime at all?

8 MR. POUNDER: Snow removal.

9 COMMISSIONER VITOLO: What about
10 to get the units done?

11 MR. POUNDER: That's not the
12 answer.

13 COMMISSIONER VITOLO: Just
14 asking.

15 COMMISSIONER RAMIREZ: I'm going
16 to make a motion, and you guys can vote it up or
17 down. I'm going to move that we give Leanora the
18 authority to begin on a reverse date schedule
19 starting with oldest going to the newest those
20 three bedroom units. There are six of them. And
21 they're all, except for one that was just this
22 last month, they're all very stale. So I'm going
23 to say let's start with the oldest one, get it
24 fixed, and get those three bedrooms fixed,
25 because they are the oldest. It's almost like if

1 I was managing this place, somebody doesn't like
2 doing three bedroom units or doing some other
3 units, I'm a little suspicious on that end. And
4 maybe somebody needs to be managing these things
5 as we go along, maybe dedicate somebody to do it
6 to manage them. I know you're short-staffed. I
7 think that everybody has enough work to do, but
8 just need to tag those things. I'm going to make
9 a motion in reverse order, the oldest first, and
10 that we work on those six three bedroom units to
11 get them done, and Lee has the authority to go
12 outside her normal work force to get somebody in
13 here to do them.

14 COMMISSIONER CHERELLO: Just a
15 question under that, there has been some work
16 done in some of these two bedrooms. Right? Or
17 not?

18 CHAIRPERSON WHITE: He said
19 there's a guy working.

20 MR. POUNDER: I'm in two of them
21 now.

22 COMMISSIONER CHERELLO: So just to
23 follow up, what Ed wants to do, if we have two
24 bedrooms that were -- or three bedrooms that are
25 halfway done, we can concentrate on those two and

1 move those right away. Right? There's got to
2 be -- there has to be this one that vacated on
3 September 3rd, there has to be some work done in
4 there. Right? Wouldn't you say?

5 MR. POUNDER: Is that 3505? That
6 unit should be ready, turned over to me
7 tomorrow.

8 COMMISSIONER CHERELLO: Oh, okay.
9 Is there anything else on this list that's going
10 to be turned over the next day or two?

11 MR. POUNDER: We don't put them in
12 until -- we don't actually submit a completion
13 form until Ms. Sargent does an inspection
14 regardless of how ready it is.

15 COMMISSIONER CHERELLO: Are we
16 close on some of these?

17 MR. POUNDER: I 506 and 39-505.
18 29-506 I believe and 39-505. 505 should be
19 turned over to me tomorrow. Only thing I'm
20 waiting for --

21 COMMISSIONER CHERELLO: In other
22 words, there could be three of these come off the
23 list in the next week possibly?

24 MR. POUNDER: Right.

25 COMMISSIONER CHERELLO: That

1 brings that number down a little bit there. But
2 I think we still need to bring an outside
3 contractor in. I don't care if you want to do
4 the three bedrooms. Fine. Whatever.

5 COMMISSIONER RAMIREZ: Mike, Lee
6 is going to have control. She's going to do the
7 one she sees needs to be done. She's not going
8 to call a contractor come in for one that's going
9 to be turned over tomorrow. We're just giving
10 her the authorization to do it. Let's not tell
11 her how to do it.

12 COMMISSIONER VITOLO: The board
13 doesn't manage day to day the housing authority.
14 So we can direct Lee to prioritize the units or
15 what have you. We're getting into the weeds a
16 little here.

17 COMMISSIONER RAMIREZ: I'm saying
18 oldest first, and you decide. People have to
19 decide.

20 CHAIRPERSON WHITE: She has that
21 authority already. We don't have to really make
22 a motion.

23 COMMISSIONER RAMIREZ: I'm going
24 to make a motion now.

25 MR. MANFREDI: I would just say

1 the board authorizes Ms. Gross to access the
2 outside contractor as she feels appropriate at
3 her managerial discretion to get the job done.

4 COMMISSIONER RAMIREZ: However you
5 want to write it up. That's all right for me.
6 Do I get a second?

7 COMMISSIONER DOUGHERTY: I'll
8 second.

9 CHAIRPERSON WHITE: Roll call?

10 (At this point in the proceedings
11 roll call was taken with Commissioner White,
12 Commissioner Cherello, Commissioner Dougherty,
13 Commissioner Ramirez, Commissioner Vitolo,
14 Commissioner Holman and Commissioner Sally voting
15 in favor.)

16 CHAIRPERSON WHITE: Was that it on
17 the -- are you finished with your --

18 COMMISSIONER RAMIREZ: I'd like to
19 ask Lee to give us a separate report, let us know
20 how the construction is going.

21 MS. GROSS: How the contractor is
22 doing?

23 COMMISSIONER RAMIREZ: How the
24 contractor is proceeding with these units.

25 CHAIRPERSON WHITE: Committee

1 reports, did anybody -- Ed, did you come down and
2 look at the snow removal?

3 COMMISSIONER RAMIREZ: I drove
4 around and saw a lot of, as my mother used to
5 say, a**holes and elbows.

6 CHAIRPERSON WHITE: Old business?

7 COMMISSIONER RAMIREZ: I think
8 under old business can we just ask for approval
9 of the minutes, previous minutes of the meetings
10 we missed?

11 MR. MANFREDI: Yes, please.

12 COMMISSIONER RAMIREZ: And also we
13 need to authorize the bill payment, the previous
14 months' bills, and we need to okay the
15 resolutions that have to be going into effect
16 without -- I think Lee --

17 CHAIRPERSON WHITE: I don't think
18 we had any resolutions.

19 COMMISSIONER RAMIREZ: I move that
20 we do that.

21 MR. MANFREDI: So the resolution
22 before the board is to ratify the payment of
23 bills that took place over the last two months.

24 CHAIRPERSON WHITE: Can we move
25 it?

1 COMMISSIONER HOLMAN: I move.

2 CHAIRPERSON WHITE: Second?

3 COMMISSIONER RAMIREZ: Second.

4 COMMISSIONER DOUGHERTY: Can I ask
5 a question, please? I had some questions on
6 those bills, but we didn't have a meeting so I
7 didn't ask the question. Is it appropriate for
8 me to abstain at the vote then?

9 MR. MANFREDI: You can if you
10 wish. You can also ask Ms. Gross now if you want
11 to.

12 COMMISSIONER DOUGHERTY: I don't
13 have them with me.

14 MR. MANFREDI: You can abstain.

15 CHAIRPERSON WHITE: Roll call.

16 (At this point in the proceedings
17 roll call is taken with Commissioner White,
18 Commissioner Cherello, Commissioner Ramirez,
19 Commissioner Holman and Commissioner Sally voting
20 in favor and Commissioner Dougherty and
21 Commissioner Vitolo abstaining.)

22 CHAIRPERSON WHITE: Schedule of
23 bills.

24 COMMISSIONER VITOLO: Can I ask a
25 question, please?

1 CHAIRPERSON WHITE: Sure.

2 COMMISSIONER VITOLO: This is on
3 the check register. There's a reference to NTN
4 Philadelphia. Do you know what that is?

5 CHAIRPERSON WHITE: I see that.

6 MS. GROSS: Background checks,
7 things of that nature.

8 COMMISSIONER VITOLO: Can you
9 remind me what Real Time Consultants is?

10 CHAIRPERSON WHITE: Is it the
11 computer/printer maintenance contract?

12 COMMISSIONER VITOLO: I'm looking
13 at this other list.

14 MR. MANFREDI: That's the
15 maintenance contract that we purchased.

16 COMMISSIONER DOUGHERTY: Wasn't
17 that already paid?

18 MR. MANFREDI: We purchased the
19 program, but a maintenance contract comes with
20 it.

21 COMMISSIONER DOUGHERTY: Does that
22 get paid once or --

23 MS. GROSS: The payments are when
24 they come out I think with that contract. If
25 they come out and service something and do

1 something, I think that's what that is. But I'll
2 find out for sure from Ms. Washington.

3 COMMISSIONER VITOLO: What about
4 James T. Wyman?

5 MS. GROSS: He came and did the
6 snow removal.

7 COMMISSIONER VITOLO: The last
8 one, William A. Sally?

9 MS. GROSS: Same thing.

10 COMMISSIONER VITOLO: Snow
11 removal? What do we pay them, hourly or
12 something?

13 MS. GROSS: There was a flat rate
14 for them. We thought they were going to work two
15 days, and we paid them \$150 a day, \$300. They
16 were working like five days all day and Mr. Sally
17 worked three and a half days.

18 COMMISSIONER DOUGHERTY: Are these
19 individuals that we're paying, or like a
20 contracted company?

21 MS. GROSS: Individuals.

22 COMMISSIONER DOUGHERTY: Are we
23 held to any kind of guidelines, Joe?

24 MR. MANFREDI: Not for
25 individuals. When we hire individuals we don't

1 pay any prevailing wage. Market rate we pay.

2 COMMISSIONER RAMIREZ: Do we do
3 withholding or pay them on a 1099?

4 CHAIRPERSON WHITE: They do get a
5 1099.

6 MR. MANFREDI: 1099. For anyone
7 that's not a standard employee is a 1099.

8 COMMISSIONER DOUGHERTY: Does
9 anyone have anymore questions? I have two. We
10 have Current Elevator Technology. We have two
11 different charges, one on page two of the front
12 sheet, and they came by and serviced 31, then
13 they serviced 39 same day, and then came back for
14 maintenance for almost \$1500. Do we have any
15 kind of agreement with them that they'll service
16 under a specific dollar amount, or do they charge
17 us every --

18 MS. GROSS: Each time they come
19 out they charge us.

20 MR. POUNDER: We have a service
21 agreement with them, but if something is not
22 covered under the service agreement then it's a
23 charge.

24 COMMISSIONER DOUGHERTY: So the
25 charges look to be over \$400 each.

1 MR. POUNDER: Right. That's
2 something that's not covered. We had a tenant
3 that pulled the box out of the wall, somebody
4 pulled the box out of the wall. That's not
5 covered. So they charge us for it when they come
6 out and fix it.

7 COMMISSIONER RAMIREZ: You have a
8 routine maintenance schedule, but anything
9 outside of routine maintenance is billable?

10 MR. POUNDER: Right.

11 COMMISSIONER RAMIREZ: Are those
12 elevators still on warranty?

13 MR. POUNDER: I believe. I
14 couldn't tell you for sure. I would have to look
15 and see, but I think they are.

16 COMMISSIONER RAMIREZ: Before we
17 pay routine maintenance we should make sure we're
18 not under warranty.

19 MR. MANFREDI: If I can add
20 something, Mr. Clark did call me about this item,
21 because what happens is the way they write the
22 bill, they don't break out the parts all the
23 time. And we had a situation where they came on
24 that day, found that a part was in need of
25 replacement, and they had to come back right away

1 because the elevator was off line. Mr. Clark
2 called me that day and spoke to me about whether
3 the part was or was not included. So he did
4 check with me first. If I recall correctly, this
5 was an emergency part that we needed that was
6 broken and vandalized. What happens is the labor
7 is part of the contract but the parts are not. I
8 don't recall the technical name for what it was,
9 but we did look at it. And that's I believe what
10 happened here. Because I do recall getting a
11 call from Mr. Clark, and he went over it with
12 me. And he'll usually do that on the elevator
13 matters because they are expensive. And in the
14 past it's been a gray area. So we always look at
15 the contract to make sure we're getting the
16 benefit of the bargain the housing authority
17 signed up for.

18 COMMISSIONER RAMIREZ: The only
19 thing we should look at, they have a duty to
20 perform the work of installing a new elevator or
21 whatever to ensure at least common service and
22 common protection. And so if they do something
23 that's so weak that allows somebody to rip out
24 the box, they still have an obligation to fix
25 that if it's not secure enough to protect the

1 entire elevator. So a lot of times those -- I
2 mean, you don't want to get into a legal bitching
3 match with him, but you want to soften their bill
4 sometimes by saying, listen, a fourth grader
5 would do this. So that would mean they didn't do
6 a good servicing job to protect the equipment.

7 COMMISSIONER DOUGHERTY: Thank
8 you. May I add to my question? On the same
9 provider, on page one of the check register we
10 have a check for \$1600. We're now up to \$4,000
11 for regular maintenance plus additional work. So
12 where does that \$1600 fit in to what was --

13 MR. MANFREDI: I would have to go
14 back and pull those items. I have them at my
15 computer in my office. I need to pull that to
16 refresh my recollection.

17 COMMISSIONER DOUGHERTY: Thank you
18 very much.

19 CHAIRPERSON WHITE: Sonny, were
20 these the same people that repaired the phone?
21 Did they have to do the repair on the phones in
22 the elevators? I know that was an emergency.

23 MR. POUNDER: I think I know what
24 the commissioner is talking about, the ropes in
25 the elevator. The elevator inspector came out

1 and they found that the ropes had stretched from
2 the elevator, brand new elevator. And the ropes
3 had stretched. And they violated us and told us
4 we had to get the ropes shortened. So we had to
5 get the ropes shortened on the elevator.

6 COMMISSIONER RAMIREZ: That
7 shouldn't cost anything though. That should be
8 under normal maintenance.

9 CHAIRPERSON WHITE: We have to
10 look at the contract.

11 COMMISSIONER DOUGHERTY: Thank
12 you.

13 COMMISSIONER RAMIREZ: When you
14 call somebody to come and do service on a new
15 product, I think the elevators are pretty new,
16 you have to make sure -- like even before you
17 call you might want to look at the contract and
18 see if you can find something that obligates them
19 to do it for nothing or have a warranty
20 obligation. So it's your responsibility to make
21 sure you know what the contract is. And it just
22 makes your job a lot easier. They'll come and
23 say, oh, it's two million dollars and 20 cents
24 and you'll go, wow, that's a lot for a brand new
25 elevator, but it would be easier to say, under

1 the warranty you're obligated to fix that.

2 COMMISSIONER DOUGHERTY: Thank
3 you.

4 CHAIRPERSON WHITE: Anymore
5 questions on the bills? Did we do roll call?

6 MS. SARGENT: No.

7 COMMISSIONER DOUGHERTY: It was
8 moved. I don't know if it was seconded. Ed
9 Ramirez moved it.

10 CHAIRPERSON WHITE: Roll call.

11 (At this point in the proceedings
12 roll call was taken with Commissioner White,
13 Commissioner Cherello, Commissioner Dougherty,
14 Commissioner Ramirez, Commissioner Vitolo,
15 Commissioner Holman voting in favor, and
16 Commissioner Sally abstaining.)

17 CHAIRPERSON WHITE: Moving into
18 resolutions I guess. Resolution 2013-25, a
19 resolution approving and authorizing the
20 reappointment of Leanora Gross as its fund
21 commissioner to the New Jersey Public Housing
22 Authority Joint Insurance Fund for fund year
23 2014.

24 COMMISSIONER RAMIREZ: I move it.

25 COMMISSIONER SALLY: I second.

1 COMMISSIONER DOUGHERTY: I have
2 one quick question. It's a resolution appointing
3 Leanora, but it's also being signed by Leanora.

4 MR. MANFREDI: That's not a
5 conflict since the board is voting on the record
6 for it. This is to appoint her as our liaison.

7 COMMISSIONER DOUGHERTY: It
8 doesn't need a chairperson signature at all?

9 MR. MANFREDI: No.

10 COMMISSIONER DOUGHERTY: Thank
11 you.

12 CHAIRPERSON WHITE: Roll call.

13 (At this point in the proceedings
14 Commissioner White, Commissioner Cherello,
15 Commissioner Dougherty, Commissioner Ramirez,
16 Commissioner Vitolo, Commissioner Holman, and
17 Commissioner Sally vote in favor.)

18 CHAIRPERSON WHITE: New business?

19 COMMISSIONER CHERELLO: Under new
20 business I do -- do we want to go into closed
21 session and discuss the search for an executive
22 director, or do we want to hold that in open
23 session?

24 CHAIRPERSON WHITE: I don't think
25 it's anything we need closed session on. I have

1 talked to Commissioner Cherello as well as
2 Commissioner Sally, and based on their
3 experiences I have asked them to kind of
4 spearhead this. I've also spoken with Joe who is
5 going to meet with them I believe as early as
6 tomorrow.

7 MR. MANFREDI: For a phone
8 conference tomorrow.

9 CHAIRPERSON WHITE: And start
10 taking in -- setting up and starting to put out
11 for resumes. I am asking Joe that any resumes
12 that come in will have to be after we make our
13 announcement. Anything prior will have to be
14 resubmitted. It has to come in through the front
15 door. And that is through the Morristown Housing
16 Authority, not by hand delivering it, because
17 that causes a lot of conflict. Have them -- if
18 anybody asks any of the commissioners, and I have
19 been asked myself, I said you mail your resume to
20 the Morristown Housing Authority. That's the way
21 it goes. That's the way it's going to be
22 received. But these two, Marion, because she has
23 experience, she knows what would fit for the
24 Morristown Housing Authority, and Cherello,
25 because he's been around for awhile. They can't

1 make any major decisions without us.

2 COMMISSIONER CHERELLO: Just if
3 Mrs. Sally and myself in our meeting with Joe, if
4 we look to schedule a meeting with the full
5 board, do we have permission of the board?

6 CHAIRPERSON WHITE: Of course.
7 I'm going to also be involved. But yes, the
8 board has to be involved. But I just think you
9 two can spearhead and we will follow. I think
10 you need to move very quickly on this. And
11 again, Mrs. Sally has all the experience with
12 Morristown Housing Authority, and Cherello has
13 been around for awhile.

14 MR. MANFREDI: Thank you very
15 much.

16 CHAIRPERSON WHITE: With that
17 being said, anymore new business?

18 We can go into our second public
19 comments. Any comments from the public? Stand
20 up and state your name and where you're from,
21 please.

22 UNIDENTIFIED AUDIENCE MEMBER: It
23 was nice to see you guys -- I'd like to say it
24 was a lot of fun sitting back there because it
25 was nice to see everyone being really concerned

1 about the snow and everything, so makes me feel
2 like everybody sitting up there is doing their
3 job, show you care. Everybody doing a good job.
4 Thank you very much.

5 CHAIRPERSON WHITE: Mayor
6 comments? He's not here. Council liaison is not
7 here. She had to go. And so I'd like to move
8 for adjournment. There's nothing else to be
9 said.

10 COMMISSIONER RAMIREZ: I move to
11 adjourn.

12 COMMISSIONER SALLY: Second it.

13 (At this point in the proceedings
14 roll call is taken with Commissioner White,
15 Commissioner Cherello, Commissioner Dougherty,
16 Commissioner Vitolo, Commissioner Ramirez,
17 Commissioner Holman and Commissioner Sally voting
18 in favor.)

19 (Meeting is adjourned.)
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C E R T I F I C A T E

I, BETH A. BENSON, LICENSE NO. XI01373, a Notary Public and Certified Shorthand Reporter of the State of New Jersey, do hereby certify that the foregoing is a true and accurate transcript of the testimony as taken stenographically by and before me at the time, place and on the date hereinbefore set forth, to the best of my ability.

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.

BETH A. BENSON
Notary Public of the
State of New Jersey

My Commission Expires May 7, 2017
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