

**HOUSING AUTHORITY OF BERGEN COUNTY**  
**Ridgecrest Senior Housing**  
**7-11 Ridge Road, Ridgewood, NJ**

**MINUTES OF MEETING OF OCTOBER 24, 2019**

THESE MINUTES ARE NOT VERBATIM BUT ARE INSTEAD A SYNOPSIS OF WHAT TRANSPIRED AT THE REGULAR MEETING OF OCTOBER 24, 2019 OF THE HOUSING AUTHORITY OF BERGEN COUNTY BOARD OF COMMISSIONERS

PRESENT:       Commissioner Peter Caminiti, Sr.  
                  Commissioner Junior Hernandez  
                  Commissioner Daniel Ortega  
                  Commissioner Steven Weinstein

Lynn Bartlett, Executive Director  
Donald Caminiti, General Counsel  
Kevin McCann, Director of Finance  
Vincent Bufis, Field Operations Manager  
John Biale, HDC Director of Development  
Robert Moore, Regional Property Manager  
Liezal Eugenio, Field Operations Specialist  
Jillian Zelaya, Assisted Housing Specialist

ABSENT:       Commissioner Joanne English-Rollieson  
                  Commissioner Danielle Peterson  
                  Esther Gatria, HR Manager  
                  Julia Orlando, BCHHH Director

**CALL TO ORDER**

Chairman Ortega called the meeting to order at 5:45pm and Executive Director, Lynn Bartlett, read the following statement:

Consistent with the Bryon M. Baer Open Public Meetings Act P.L.1975c231, all meetings of public bodies shall be open to the public at all times. Notice of the regular meeting was provided to The Bergen Record and posted on the Authority website on December 31, 2018 and was provided to the County Clerk for posting at the County Administration Building, at which time the date time and place were set forth. The minutes of the regular meeting will be available following the next regularly scheduled meeting.

**PLEDGE OF ALLEGIANCE**

Chairman Ortega led all in the pledge of allegiance.

**ROLL CALL**

Upon roll call Commissioners Caminiti, Hernandez, Ortega and Weinstein were present. Commissioners English-Rollieson and Peterson were absent.

**MINUTES**

The Chairman asked for a motion to approve the regular meeting minutes of the September meeting of the HABC Board of Commissioners. Motion was made by Commissioner Weinstein and seconded by Commissioner Caminiti; motion carried unanimously.

### **EXECUTIVE DIRECTOR REPORT**

Ms. Bartlett began by thanking the present residents of Ridgecrest Senior Housing for both hosting and attending this meeting of the Board of Commissioners of the Housing Authority of Bergen County. She acknowledged for everyone's understanding that the role of the HABC at the property is not owner but property manager.

Ms. Bartlett explained that there were no further additions to Executive Director report that previously circulated.

### **ATTORNEY REPORT**

Donald Caminiti drew Board attention to Resolution 2019-70 on the consent agenda. He stated that the resolution authorizes the changes to the policy pending attorney review. All acknowledged the information and there were no questions.

### **PUBLIC COMMENT**

Motion was offered by Commissioner Caminiti and seconded by Commissioner Weinstein to open the meeting to the public, all present Commissioners were in favor.

Marie Lubienski inquired regarding the gardens and flower beds at Ridgecrest. She asked if raised garden beds would be installed. Field Operations Director Vincent Bufis explained the purpose of raised beds begin easier for adults with restricted or more limited mobility. Ms. Bartlett added that the addition of raised beds would be an installation feature that would be made by the building owner, not the Housing Authority.

Commissioner Weinstein asked if the installation of raised beds were a considered a good thing or a bad thing. Ms. Lubienski stated she believed them a bad thing. She stated that she is the largest user of the garden and prefers no raised beds.

Marie Cogar stated she has been a resident of the building 21 years and that she loves what has been done in the building. She loves her apartment, and the building, and feels that the improvements overall have been exceptional.

Ms. Bartlett and Board of Commissioners appreciated and thanked her for the compliment.

Paul Oliver 3mn asked for clarification on the Non-smoking Policy. He acknowledged knowing that smoking was permitted 25 feet away from the building and as a non-smoker he isn't aware of the designated smoking areas that have been provided. He suggested a seating area with a smoking receptacle would be helpful for all.

Ms. Bartlett explained that as property manager, designated area approved by Ridgecrest Board and HA circulate a tenant notice to all identifying the area.

Commissioner Weinstein asked if any of the tenants knew where the identified smoking area is. Mr. Oliver stated there is a bench on the south end of the building that tenants near the flag pole. 3PS stated there is a smoking bucket on the north area but it may need to be moved to be 25 feet compliant.

Seeing there was no further member of the public wishing to address the Commissioners. Commissioner Hernandez made a motion to close the public portion of the meeting which was seconded by Commissioner Caminiti. This was unanimously approved.

## **CONSENT AGENDA**

Chairman Ortega asked for a motion to approve the consent agenda, resolutions 2019-63 through 2019-73. Motion was made by Commissioner Caminiti and seconded by Commissioner Weinstein.

### DISCUSSION:

Upon roll call the motion to approve the consent agenda with modification of resolution 2019-68 approving 2 years with three (3) one-year options, and resolution 2019-70 subject to attorney review carried unanimously.

### ROLL CALL VOTE:

Caminiti – AYE  
Hernandez – AYE  
Ortega – AYE  
Weinstein – AYE  
Absent: English Rollieson and Peterson

#### **A. Resolution 2019-63**

Resolution approving the routine expenditures for the HABC for the period of 09/13/19 – 10/11/19

#### **B. Resolution 2019-64**

Resolution approving the routine expenditures for the HDC for the period of 09/13/19 – 10/11/19

#### **C. Resolution 2019-65**

Resolution awarding A/E contract for the Lehmann Gardens Bathroom Upgrade project

#### **D. Resolution 2019-66**

Resolution awarding a contract for janitorial services for the Bergen County Housing Health and Human Services Center

#### *Consent Agenda (continued)*

#### **E. Resolution 2019-67**

Resolution approving Change Order No. 1 for the interior design contract for common area upgrades at Brookside Gardens

#### **F. Resolution 2019-68**

Resolution approving the list of qualified professional service consultants *(as modified)*

#### **G. Resolution 2019-69**

Resolution authorizing the transfer of the balance of RAD Rehab funds to a Reserve for Replacement Account.

#### **H. Resolution 2019-70**

Resolution approving the revision of the Procurement and Purchasing Policy

**I. Resolution 2019-71**

Resolution authorizing a grant agreement for \$25,000 in Home Investment Partnership Program funds

**J. Resolution 2019-72**

Resolution authorizing a grant agreement for \$350,000 in Home Investment Partnership Program funds

**K. Resolution 2019-73**

Resolution awarding a contract for engineering services for the emergency generator at Lehmann Gardens

ROLL CALL VOTE

Commissioner Caminiti - YES  
Commissioner English Rollieson- YES  
Commissioner Ortega – YES  
Commissioner Peterson – YES

ABSENT: Hernandez, Weinstein (2)

Seeing no further business Chairman Ortega thanked all for attending and participating. The meeting unanimously adjourned at 6:03pm

Prepared by: Lynn Bartlett