



**RESOLUTION OF THE HOUSING AUTHORITY  
OF THE TOWNSHIP OF IRVINGTON**

**RESOLUTION #2021-58**

**APPROVING THE MINUTES FOR THE REGULAR BOARD MEETING HELD ON November 10<sup>th</sup>,  
2021**

Commissioner \_\_\_\_\_ presents the following Resolution and makes the motion

Commissioner \_\_\_\_\_ 2<sup>nd</sup> the motion on the following Resolution

**WHEREAS**, the Irvington Housing Authority Board of Commissioners will meet on December 8th, 2021 for the Regular Board Meeting.

**WHEREAS**, the November 10<sup>th</sup>, 2021 Board Meeting Minutes were delivered to the IHA via e-mail on November 29th, 2021.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE TOWNSHIP OF IRVINGTON, COUNTY OF ESSEX, STATE OF NEW JERSEY**, that Resolution #2021-58 (Approving the Minutes for the Regular Board Meeting held on November 10<sup>th</sup>, 2021) is approved.

**YES    NO    ABSTAIN    ABSENT**

Commissioner Magalia Lamy-Lockhart  
Commissioner Zorana Figueroa  
Commissioner Andre L. Francis III  
Commissioner Quasim Salaam  
Commissioner Alfonso C. Griffin  
Commissioner Annette L. Beasley  
Commissioner Darlene Brown

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I certify that this is a true copy adopted by the Board of Commissioners of the Housing Authority of the Township of Irvington at the Regular Board Meeting held on Wednesday, 8<sup>th</sup>, day of December 2021.

\_\_\_\_\_  
Ramon Rivera, Secretary  
Interim Executive Director

\_\_\_\_\_  
Darlene Brown, Chairwoman

IRVINGTON HOUSING AUTHORITY  
REGULAR BOARD MEETING  
Wednesday, November 10, 2021

MINUTES OF THE REGULAR MEETING OF THE BOARD OF  
COMMISSIONERS OF THE HOUSING AUTHORITY OF THE TOWNSHIP  
OF IRVINGTON, HELD ON, WEDNESDAY, NOVEMBER 10, 2021, HELD  
VIRTUALLY AT 5:18 P.M.

**I. OPEN PUBLIC MEETINGS ACT/READING OF SUNSHINE LAW**

I, Darlene Brown, Chairperson of the Board of Commissioners of the Housing Authority of the Township of Irvington and presiding officer at this meeting do hereby state that it is now 5:18 p.m. on November 10, 2021 and we are convening virtually, and I do hereby announce publicly that notice of this board meeting has been provided in accordance with the law, that notice of same containing date, time and location was delivered or telephoned to the Irvington Herald or Star Ledger and also filed with the Municipal Clerk of the Township of Irvington and that formal action may be taken if said adequate notice has not been provided.

**II. ROLL CALL**

MR. BORIN: Commissioner Lockhart?

COMMISSIONER LOCKHART: Here.

MR. BORIN: Commissioner Figueroa?

COMMISSIONER FIGUEROA: No response.

MR. BORIN: Commissioner Francis, III?

COMMISSIONER FRANCIS, III: Here.

MR. BORIN: Commissioner Salaam?

COMMISSIONER SALAAM: No response.

MR. BORIN: Commissioner Griffin?

COMMISSIONER GRIFFIN: Here..

MR. BORIN: Vice Chairwoman Beasley?

VICE CHAIRWOMAN BEASLEY: No response..

MR. BORIN: Chairwoman Brown?

CHAIRWOMAN BROWN: Present.

**ALSO PRESENT:**

RENEE C. BURGESS  
 PAUL MATTURRO, Accountant  
 FRANK BORIN, ESQ.  
 ESTHER EVELLARD, Finance Administrator

**III. SALUTE TO THE FLAG/PLEDGE OF ALLEGIANCE**

**IV. PUBLIC PORTION:** No members of the public

**VI. RESOLUTIONS:**

1. 2021-55 APPROVING THE MINUTES FOR THE REGULAR BOARD MEETING ON OCTOBER 13, 2021.

A motion to approve was made by Chairwoman Brown, seconded by Commissioner Griffin.

**ROLL CALL:**

**YES:** Commissioner Lockhart, , Commissioner Francis, III,  
 Commissioner Griffin, Chairwoman Brown

**VII. COMMISSIONER REMARKS:**

COMMISSIONER FRANCIS, III: Will leave remarks for the Chair.

COMMISSIONER LOCKHART: Will leave remarks for the Chair.

COMMISSIONER GRIFFIN: Will leave everything for the Chair.

CHAIRWOMAN BROWN: She wished everyone a happy Thanksgiving and be safe.

EVERYONE WISHED A HAPPY THANKSGIVING.

**PAUL MATTURRO:** Mr. Maturro stated they do not need to go into closed session for the financial report as the information contained in the public document is fine and sufficient. The only unusual different item coming up was the resolution that the numbers as reflected here will be adjusted because there is a resolution in the current package that we will be issuing, if, voted on and agreed upon, for a rental abatement for one month for the residents of Crescent Lane who were relocated due to damage.

Mr. Maturro added the only other item of note, other than the information provided here at the bottom of the total expense bill analysis, didn't include an analysis of insurance

proceeds which was received through October to cover a lot of the damages that we're using to pay off the rental and the replacement of the hot water thing and to date, in addition to the regular numbers reflected in the budget and operations, we received approximately \$328,000 in insurance proceeds which we're using to restore the heating and hot water systems that were severely damaged. Other than that, the financial documents placed here are fairly accurate. A lot of the expenses you see will be covered by either covered expenses that we still have funds for with approval by HUD and/or the insurance proceeds. So we have approximately an additional \$200,000 which we will use to continue the rental of the heating system for the rest of the winter and there are still additional claims coming in as well.

**ESTHER EVELLIARD:** Also we received \$32,000 further from the insurance.

**PAUL MATTURO:** We received that additional 32 in November. He added that they did have a very interesting and informative session with a group of FEMA State and Federal employees. They stated our application is in and they outlined the whole program whereby we will apply for additional funding for anything that is up and above what was being paid by the insurance companies. Once FEMA approves it, and there will be certain items that are there, for example, unfortunately we had damage to our security system which we're repairing and fixing. The insurance companies feel this is not part of the thing they have to. But FEMA will certainly cover 75 percent of those costs. So the meeting went very well.

**VIII. EXECUTIVE DIRECTOR RAMON RIVERA REMARKS:** He said they did have a long meeting with FEMA yesterday and they provided us with information in terms of the things that we need to put together that could be subject to reimbursement, which include employee costs. Mr. Rivera added that over time debris costs to clean up the debris damage to our major systems and certainly the basements, the electrical system, all things were down by the flood that simply aren't covered by insurance, we will be seeking reimbursement from FEMA as well as the cost to relocate tenants, if we're able to do that.

Mr. Rivera stated they are just beginning the process, but it was a long meeting and he thinks they are on their way. He added they have a team convened that is going to work on this and is going to involve maintenance procurement and the finance team that is on the call now to make sure as much as possible from reimbursement.

He added that when he went through the bills to list today, there are some significant payments for American Boiler. Also, as Paul mentioned, those costs are to cover the temporary boiler and repair that's onsite due to flood damage and that is going to be covered by the insurance funds that we got in. He stated thus they should be able to cover winter heating season as well as the temporary hot water that they put into place, as well as the hot water repair.

Mr. Rivera stated that he did want to give credit to the finance team and Esther and Renee worked really hard to get the insurance funds in as quickly as possible.

**PAUL MATTURO:** He stated he wanted to add one other thing. He said you will see a note when you look at the bills that they got HUD approval and did some nice maneuvering to use some unspent Section 8 COVID funds to pay for the relocation of our housing, if in fact the insurance company won't. So none of those costs are coming out of our operations or our budget. So HUD worked with IHA to allow that, so we could use those funds which were not going to IHA and now IHA is using those for the hotel bills for the relocation, so that big deal was 40 something thousand came out of Section 8's COVID money and not out of IHA's operations.

**EXECUTIVE DIRECTOR RAMON RIVERA'S REMARKS (Continued):**

Mr. Rivera stated that they did have a great call with HUD, but he does want to update the work that has been done since the last meeting, during which they talked about the temporary hot water situation for Crescent Lane. They have successfully repaired the hot water in Crescent Lane that no longer needs the temporary hot water boiler that will be removed next week. The permanent hot water is fixed and repaired for Amp One and Crescent Lane.

Mr. Rivera stated there has been a lot of work going on with the Section 8 vouchers and they have had tenant meetings with all the tenants that were impacted by Hurricane Ida and that was a series of meetings that the Amp One managers, Jennifer and Allison conducted along with the Section 8 folks. All tenants have been invited to meet. Some of those invited did not come and they are going to continue to have meetings on Tuesdays and Thursdays in building 81 Community Center with the Section 8 folks to meet with as many tenants and get them in and have them fill out their Section 8 applications.

He added they have approximately 10 Section 8 vouchers that have been given out to tenants already and now those tenants are in the process of trying to locate apartments. In addition, they met with an agent from REMAX who got the contract before Mr. Rivera got here to work with IHA and find apartments. They are also working with the managers and Section 8 folks to also find apartments. If a tenant does have an apartment, they are just working on the inspection part of it. He stated that process is moving and they are starting to have tenants who come in and fill out their voucher application and meet the requirements who have received vouchers.

Mr. Rivera stated the other good news is they are turning over successfully vacant units in 624, which has been a process for a long time here and about four units a week are being turned over and they have leased up two of those units to new tenants. He added they are continuing, at least, over a course of a period of time, they should be able to reduce the vacancies in 624 significantly and hopefully down to none and get new tenants in so IHA can increase its revenue. They are going to continue that process to 81 to fully occupy those buildings and reduce the vacancies, which will increase our public funding and will make the finance team very happy, because that will certainly increase the revenue. Also, they have a waiting list of about 25 applicants and it's decreasing.

He stated another thing that is happening and he wants to bring up with the Commissioners, is they are having some people that either make too much money or are

not able to take advantage of public housing because of it or there are background issues that also exclude them. So not all the people on the list are able to successfully get the housing. He stated if anybody knows anyone who is interested in public housing and wants to apply, please have them come in and get an application from Audra who sits in the front of our office, because IHA needs as many as possible so they can fill up these units. They are going to be moving people from 101 and 141 who are seniors. They are going to be moving to 624 to fill these units as well, which is going to increase our vacancy in Amp One, which is what we want to do, but decrease it in 624 and 101.

Mr. Rivera stated they are planning on having a tenant meeting this month at 624 and in 181 thereafter to update the tenants on a quick alert system, which Commissioner Brown is aware of, but other Board members, we have a new system to communicate with them about various things like what are being turned off, pest control and things like that going on in the building.

**CHAIRWOMAN DARLENE BROWN:**

Chairwoman Brown asked how far are we with Section 8 and how many tenants have actually completed their paperwork? And how many tenants, do we know, have actually come to their appointments, how many have vouchers? How many have come to the appointments? How many appointments are being scheduled per day? How successful are we here?

**EXECUTIVE DIRECTOR RAMON RIVERA:**

Mr. Rivera said he could answer some of that and get back to you with the rest of it. He said they have over 10 vouchers that have been given out to tenants, so there are 11, 11 vouchers that have been given out to tenants so far. He said at the first meeting, there were only six tenants in one day and the next meeting they had invited 30 and that was Tuesday and Thursday. So 15 in the morning and 15 in the evening. He added unfortunately not all the tenants came and as they moved through the meetings, the attendance went down, but he will get a full report with names of who came in and who hasn't come in. He said probably they are at about 66 to 70 percent of the tenants actually showing and about two thirds not showing. Mr. Rivera has talked to the managers about they actually are going to need to have to go and knock on doors and talk to the tenants directly and find out why they are not coming, because we really need to move this process along for them and he will get a listing of who came and who didn't.

**CHAIRWOMAN DARLENE BROWN:**

Chairwoman Brown said that she was hearing that a lot of the tenants were not showing because of their income. So her question is when we do re-certification, why don't we know that their income has increased? Are they not doing re-certifications? She added if we are doing re-certifications, we should know this already. They are not coming, they're like oh, my income, you know? And this is what I'm hearing and we're trying to get them out. They're trying to stay because it's better for them to stay than to leave, because all we have is their past income and not their current income because re-certification, something is wrong there.

**ESTHER EVELLARD:**

She said she knows when she was taking the rents, two or three people paid a flat rent, you know, very lucky, they know who they pay, they do certification. She said they pay the flat rate, for example, 1200. That doesn't mean they don't do re-certification, we give them the option if they either move out or pay a flat rate. But they choose to pay the rent, they don't move out.

**CHAIRWOMAN DARLENE BROWN:**

Chairwoman Brown said that is an issue to her. She does not think it should be an option if we are trying to move these people out, this is what they wanted, this is what they asked for and we are giving it to them, so what is the holdup?

**EXECUTIVE DIRECTOR RAMON RIVERA:**

He stated he thinks there are tenants either making too much money or are concerned about some misinformation that's out there that the vouchers may expire in a few years or they have other reasons we don't know about why they're not coming in. He said he would follow up on the re-certification. He said before he got here, it was due to COVID there was certainly some delay in the re-certifications and they should have been done during this year as well.

Mr. Rivera stated that basically this process is a re-certification process and some of them, if they make too much, then you know they are still eligible for some options, but it's just, you know, it won't be the same as if someone meets the requirements and is able to move out of the Section 8.

**CHAIRWOMAN DARLENE BROWN:**

Chairwoman Brown stated that if we have turnovers and we're moving people, we're going to lose it back on Crescent Lane putting band-aids on stuff. She thinks he should talk to the team and ask them on that, because she would think that they would have more than 10 Section 8 vouchers ready. She asked how many people in the morning and how many in the afternoon, because she has one tenant that said they couldn't make it to he appointment and it is an option to re-schedule, but she has not re-scheduled yet.

**EXECUTIVE DIRECTOR RAMON RIVERA:**

Mr. Rivera asked that Chairwoman Brown let him know who that person is and they will set them up immediately to come in.

**RENEE C. BURGESS:**

She said housing managers were discussing that they are coming up with the system for the re-certification because that was one of the concerns that they're getting from their financials that their financials at this time were too high as far as the eligibility. She said

they are coming up with the system now and are looking at it closely, so by Monday they said they're going to be reporting back, as Friday is a holiday, they are going to be reporting back, so they are aware.

**EXECUTIVE DIRECTOR RAMON RIVERA:**

Mr. Rivera stated that is an issue and they may get some folks who don't want to leave and we're going to have to deal with a moving package of some sort that entices them to go. And he will certainly come back to advise you what that may be, but right now they are putting together a packet that is going to cover their moving expenses and they're looking to procure a moving company to bid, maybe more than one moving company. So for internal to cover folks moving from 101 to 164 and one to cover moves externally.

He added that they are also going to consider giving them the option of if they want to move themselves we'll give them a maximum amount of money that would be cheaper than if we pay a moving company, but something that they can use if they want to save money and have family members move them. We're going to have to cover security deposits, that's part of this process, so we have funds earmarked relocation that we know we are going to use for security deposits or moving expenses and in the end, if we have to entice people with an enhanced package for those that are not leaving, that is something that I've talked with the folks at HUD and they've said that housing authorities have had to do, if people just refuse to leave for whatever reason.

Mr. Rivera said that this is not going to be as easy as getting everyone out, because some people just don't want to leave public housing. They want to stay and they're concerned about living under landlord as opposed to living under public housing. And that is something that we're going to have to deal with as it comes up.

**CHAIRWOMAN DARLENE BROWN:**

She asked Mr. Rivera if he had contacted the company on the flyer that she gave him?

**EXECUTIVE DIRECTOR RAMON RIVERA:**

Mr. Rivera said they are on the list, they're going to get the solicitation for the bid.

**CHAIRWOMAN DARLENE BROWN:**

Chairwoman Brown said that in these meetings, like it's an incentive, like in these meetings you tell the tenants we're paying for this, we're paying for that and maybe that will encourage them, because a lot of them are probably worried about having a landlord. But in the same token, you can let them know that someone is going to pay the security deposit, we have this for you and just reassure them of the rumors that they're hearing that this is only temporary. She said they have to be reassured because right now the only thing they have to live on is Crescent Lane. She added if you assure them and put the rumors to bed and let them know the incentives that we are giving them to help them, maybe that will help. She said she doesn't think they are being told this stuff.



She said she doesn't have any remarks. She said they did receive a letter from Silver Street and she asked Mr. Rivera to share that.

**EXECUTIVE DIRECTOR RAMON RIVERA:** Mr. Rivera put the letter up for everyone to see and then read it.

The letter was sent today via e-mail and was addressed to Chairwoman Darlene Brown of the Irvington Housing Authority.

"Dear Chairwoman Brown:

This letter serves to acknowledge and thank the Board of Commissioners for selecting Silver Georgetown JV, LLC (SGIV) to partner with the Irvington Housing Authority, (IHA) for the Camptown Garden properties (AMP 2 and AMP 3).

The SGIV team is honored to have an opportunity to serve the Irvington Housing Authority and the residents of Camptown Gardens. Our approach will be collaborative as we work to ensure that the respective interests of IHA, the residents, and the various stakeholders from the community at large are achieved. As veteran affordable housing professionals, SGIV recognizes the importance of respect, transparency, and open communication for those that we serve. These core values will facilitate accomplishing IHA's vision for the properties.

Again, thanks for your hard work, commitment and thoughtfulness. We are excited about the opportunity and look forward to working with the Board, IHA staff and residents to create a better quality of life for the Camptown Garden community.

Sincerely."

Signed by Roger Gendron and Dallas Evans.

### **VIII: RESOLUTIONS**

1. 2021-56 APPROVAL OF MONTHLY BILLS FOR OCTOBER 1 TO OCTOBER 31, 2021 IN THE AMOUNT OF \$548,948.88.

A motion to approve was made by Commissioner Francis, III, seconded by Commissioner Lockhart..

### **ROLL CALL:**

**YES:** Commissioner Lockhart, Commissioner Francis, III, Commissioner Griffin, Vice Chairwoman Beasley, Chairwoman Brown

2. 2021-57 AUTHORIZING AND APPROVING A ONE MONTH

RENT ABATEMENT TO CRESCENT LANE TENANTS AT  
IHA.

A motion to approve was made by Commissioner Lockhart, ,  
seconded by Commissioner Francis, III.

**ROLL CALL:**

**YES:** Commissioner Lockhart, Commissioner Francis, III,  
Commissioner Griffin, Vice Chairwoman Beasley,  
Chairwoman Brown

(Motion to adjourn, all ayes)

CERTIFICATION

I, JENNIFER WILSON, the assigned transcriber, so hereby certify the foregoing minutes of September 8, 2021, from 05:18 pm to 6:16 pm. digitally recorded and is prepared to the best of my ability.

/s/ Jennifer Wilson

Jennifer Wilson AD/T 623

AUDIOEDGE TRANSCRIPTION  
FLORHAM PARK, NEW JERSEY

November 28, 2021

Date