

**Guttenberg Housing Authority Board of Commissioners Open Public Meetings Agenda**

**Monday, January 4, 2021 at 6:30pm  
Via Video/Audio Conference**

1. Call to Order
2. Reading of the Open Public Meetings Act Notice
3. Roll Call
4. Pledge of Allegiance
5. Executive Director's Report
6. Financial Report and Bill List
7. Approval of Minutes

December 7, 2020

8. Old Business
9. New Business

-Amendment to annual and five-year plan also referred to as a Significant Plan Amendment.

-Retaining of Tenant Advisor for Streamline Conversion

-Reassignment of Felix Arias to Maintenance Supervisor in an interim capacity.

10. Resolutions

**2021-01** Resolution approving and authorizing the submission of the annual FY 2021 budget to the New Jersey Department of Community Affairs

11. Public Comments
12. Adjournment

# HOUSING AUTHORITY OF THE TOWN OF GUTTENBERG

## MEETING MINUTES

This regular meeting of the Board of Commissioners was held on December 7, 2020 as a virtual meeting as a result of the COVID-19 pandemic. The meeting was opened at 6:30 p.m. and the Open Public Meeting Act Notice was recited.

Adequate notice of this Meeting of the Board of Commissioners of the Housing Authority of the Town of Guttenberg was given in accordance with Chapter 231 of the Laws of New Jersey by publishing the meeting date in the El Especialito and the Bergen Record on May 16, 2019 and May 17, 2019, by posting the meeting date at the Guttenberg Town Hall on October 4, 2019, and by posting the meeting date on the Bulletin Board at the main office of the Housing Authority at 6900 Broadway, Guttenberg, New Jersey 07093 on May 13, 2019 and by posting the meeting date on the official website of the Housing Authority of the Town of Guttenberg on April 1, 2020.

Following the Pledge of Allegiance, roll call was taken.

### ROLL CALL:

X Chairperson Habermann-Ward      X Vice Chairperson Montanez      X Commissioner Perez  
X Commissioner Mantineo      X Commissioner Acosta      X Commissioner Popiel  
X Commissioner Torres

Also attending the meeting were Executive Director Ruddys E. Andrade, IT Consultant Jimmy Kontolios, and Anthony J. Arnone, Esq. of DeCotiis, FitzPatrick, Cole & Giblin, LLP (General Counsel).

### EXECUTIVE DIRECTOR'S REPORT:

The Executive Director updated the Board of Commissioners on the streamline conversion/RAD procession. An environmental scan was done on the properties to determine that there was no contamination on the properties. A HUD form will be submitted, and an Expeditor will be appointed by HUD to facilitate the process. The Authority is in the process of hiring a Relocation Specialist. The Relocation Specialist will meet with every tenant and keep every tenant informed before handing voucher back to the Authority. In addition, this position will help limit liability to the Authority. The Homebuyer Program will be introduced at the next meeting. There has been a spike in COVID cases. The Authority is continuing to hand out masks to each tenant as well as providing copies of CDC guidelines and a bottle of sanitizer to each tenant. COVID protocols are continuing with employees being tested monthly. There are no positive cases to report. North Hudson Community Action Corporation and Commissioner Acosta was thanked for providing testing services. The IT department has been doing a good job taking care of the Authority's needs during this COVID crisis.

### FINANCIAL REPORT / PAYMENT OF BILLS:

A motion was made to approve the Financial Report and to accept and pay all bills. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR	1	X			
MARISOL MONTANEZ, VICE CHAIR		X			
DR. GONZALO PEREZ		X			
JOLENE MANTINEO		X			
REBECCA ACOSTA		X			
BLANCA POPIEL	2	X			
LUZ TORRES		X			

The motion is adopted.

**APPROVAL OF MINUTES:**

A motion was made to approve the minutes of the November 2, 2020 meeting of the Board of Commissioners. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR	1	X			
MARISOL MONTANEZ, VICE CHAIR	2	X			
DR. GONZALO PEREZ		X			
JOLENE MANTINEO		X			
REBECCA ACOSTA		X			
BLANCA POPIEL		X			
LUZ TORRES		X			

The motion is adopted.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

None.

**RESOLUTIONS:**

Resolution 2020-24 appointing Marisol Montanez as the Housing Authority's New Jersey Public Housing Authority Joint Insurance Fund Commissioner for Fund Year 2021. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR	2	X			
MARISOL MONTANEZ, VICE CHAIR		X			
DR. GONZALO PEREZ		X			
JOLENE MANTINEO		X			
REBECCA ACOSTA		X			
BLANCA POPIEL	1	X			
LUZ TORRES		X			

The resolution is adopted.

**PUBLIC COMMENT:**

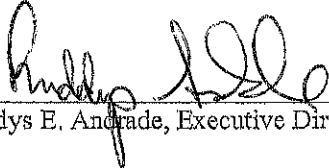
None.

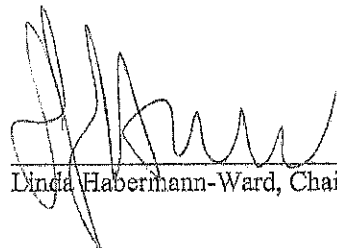
**ADJOURNMENT:**

A motion was made to adjourn the meeting. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR	2	X			
MARISOL MONTANEZ, VICE CHAIR	1	X			
DR. GONZALO PEREZ		X			
JOLENE MANTINEO		X			
REBECCA ACOSTA		X			
BLANCA POPIEL		X			
LUZ TORRES		X			

The meeting was adjourned at 6:46 p.m.

  
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 Ruddy E. Andrade, Executive Director/Secretary

  
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 Linda Habermann-Ward, Chairperson

## **Streamline Voluntary Conversion**

The Guttenberg Housing Authority (the “Authority”) is amending its annual and five-year PHA Plan because it will be undergoing a streamlined voluntary conversion of its Section 9 public housing units pursuant to Section 22 of the United States Housing Act of 1937 (“Section 22”). Section 22 provides public housing agencies with 250 or fewer public housing units greater flexibility to respond to local needs, allows them to pursue private financing, and provides greater housing choice and mobility to assisted households.

HUD remains committed to providing deeply subsidized rental assistance to the nation’s most vulnerable populations, including the elderly, disabled and formerly homeless families. Meeting this commitment has been challenged by significant capital backlog, combined with regulatory burdens and limited access to private capital. The Notice represents one of an array of tools that HUD is offering to housing authorities to allow them to voluntarily reposition public housing units to more sustainable funding platforms in order to meet local objectives.

As a result, the Authority will be converting to (Project Based Vouchers under the guidelines of PIH Notice 2019-05 (the “Notice”), and any successor Notices. Upon streamlined voluntary conversion, the Authority will abide the resident rights set forth in the Notice, including but not limited to Attachment A thereto. These resident rights are available at the Housing Authority offices. Additionally, the Guttenberg Housing Authority is currently compliant with all fair housing and civil rights requirements.