

Guttenberg Housing Authority Board of Commissioners

Open Public Meeting Agenda

March 3, 2025 at 5:00 p.m.

Virtual Meeting

Dial in: 1-571-748-4021 PIN: 883-1595#

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

February 3, 2025 Board Meeting

8. Old Business
9. New Business

10. Resolutions

Resolution 2025-10 Adoption of 2025-26 Annual Budget

Resolution 2025-11 Establishing a Bank Account for the Family Self Sufficiency Program

11. Public Comment

12. Adjournment

(THE BOARD MAY CONVENE TO CLOSED SESSION DURING THE MEETING)

**HOUSING AUTHORITY OF THE TOWN OF GUTTENBERG
MEETING MINUTES**

This regular meeting of the Board of Commissioners was held on February 3, 2025, at 7005 Boulevard East, Guttenberg, NJ. The meeting was opened at 5:02 p.m. and the Open Public Meetings 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, by posting the meeting date at the Guttenberg Town Hall, by posting the meeting date on the Bulletin Board at the main office of the Housing Authority at 6900 Broadway, Guttenberg, New Jersey 07093 and by posting the meeting date on the official website of the Housing Authority of the Town of Guttenberg.

A roll call of the Commissioners was taken.

COMMISSIONER	PRESENT	ABSENT
LINDA HABERMANN-WARD, CHAIR	X	
JOLENE MANTINEO, VICE CHAIR	X	
DR. GONZALO PEREZ	X	
BLANCA POPIEL	X	
LUZ TORRES	X	
NANCY RIVERA	X	
JORGE DEARMAS	X	

Also attending the meeting were Executive Director Ruddys E. Andrade and General Counsel, Francis J. Borin, Esq. of DeCotiis, FitzPatrick, Cole & Giblin, LLP.

PLEDGE OF ALLEGIANCE

EXECUTIVE DIRECTOR’S REPORT:

1. The Executive Director reported that the installation of the new flooring at 136 69th Street is complete. Flooring has now begun at 400 68th Street. There is an approval for additional flooring work on this evening’s agenda. In addition, the Executive Director reported that the repainting of all hallways is under budget.
2. The Executive Director reported that the new intercoms have been installed at 136 69th Street and 400 68th Street. All work associated with this installation is expected to be completed in the next couple of weeks.
3. The Executive Director reported the new canopy is up at the 7005 Boulevard East building.
4. The Executive Director reported that new rugs will be installed for all buildings in the entranceways.

5. The Executive Director reported that the Office of Management and Budget (“OMB”) freeze on subsidies has been rescinded. It is anticipated that this will be a difficult budget year for HUD.

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	2	X			
JOLENE MANTINEO, VICE CHAIR		X			
DR. GONZALO PEREZ		X			
BLANCA POPIEL	1	X			
LUZ TORRES		X			
NANCY RIVERA		X			
JORGE DEARMAS		X			

The motion is adopted.

APPROVAL OF MINUTES:

A motion was made to approve the minutes of the January 6, 2025, meeting of the Board of Commissioners. The following vote ensued:

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR		X			
JOLENE MANTINEO, VICE CHAIR		X			
DR. GONZALO PEREZ		X			
BLANCA POPIEL	1	X			
LUZ TORRES		X			
NANCY RIVERA	2	X			
JORGE DEARMAS		X			

The motion is adopted.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

RESOLUTIONS:

Resolution 2025-04 Authorizing the award of a contract for Legal Services

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR	1	X			
JOLENE MANTINEO, VICE CHAIR		X			
DR. GONZALO PEREZ		X			
BLANCA POPIEL		X			
LUZ TORRES	2	X			
NANCY RIVERA		X			
JORGE DEARMAS		X			

The resolution is adopted.

Resolution 2025-05 Authorizing the award of a contract for Auditing Services

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR		X			
JOLENE MANTINEO, VICE CHAIR		X			
DR. GONZALO PEREZ		X			
BLANCA POPIEL	2	X			
LUZ TORRES		X			
NANCY RIVERA	1	X			
JORGE DEARMAS		X			

The resolution is adopted.

Resolution 2025-06 Authorizing the award of a contract for Risk Management Services

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR		X			
JOLENE MANTINEO, VICE CHAIR		X			
DR. GONZALO PEREZ		X			
BLANCA POPIEL	2	X			
LUZ TORRES		X			
NANCY RIVERA		X			
JORGE DEARMAS	1	X			

The resolution is adopted.

The Executive Director thanked the NJPHAJIF for appointment to its Executive Committee.

Resolution 2025-07 Authorizing the award of a contract for Accounting Services

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR	1	X			
JOLENE MANTINEO, VICE CHAIR		X			
DR. GONZALO PEREZ		X			
BLANCA POPIEL		X			
LUZ TORRES		X			
NANCY RIVERA	2	X			
JORGE DEARMAS		X			

The resolution is adopted.

Resolution 2025-08 Authorizing the award of a contract for IT Services

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR	2	X			
JOLENE MANTINEO, VICE CHAIR		X			
DR. GONZALO PEREZ		X			
BLANCA POPIEL		X			
LUZ TORRES		X			
NANCY RIVERA		X			
JORGE DEARMAS	1	X			

The resolution is adopted.

Resolution 2025-09 Authorizing the award of a contract for Flooring Purchase and Installation

COMMISSIONER	MOTION/ SECOND	YES	NO	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR	2	X			
JOLENE MANTINEO, VICE CHAIR		X			
DR. GONZALO PEREZ		X			
BLANCA POPIEL	1	X			
LUZ TORRES		X			
NANCY RIVERA		X			
JORGE DEARMAS		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	1	X			
JOLENE MANTINEO, VICE CHAIR		X			
DR. GONZALO PEREZ		X			
BLANCA POPIEL	2	X			
LUZ TORRES		X			
NANCY RIVERA		X			
JORGE DEARMAS		X			

The meeting was adjourned at 5:15 p.m.

Ruddys E. Andrade, Executive Director/Secretary

Linda Habermann-Ward, Chairperson