

**Guttenberg Housing Authority Board of Commissioners**

**Open Public Meeting Agenda**

**January 12, 2026 at 5:00 p.m.  
136 69<sup>th</sup> Street, Guttenberg, NJ**

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

November 3, 2025 Board Meeting

8. Old Business

9. New Business
  - FY2026-27 Board Meetings dates and times

10. Resolutions

-Resolution 2026-01 Introduction of FY 26-27 Annual Budget

-Resolution 2026-02 Emergency Contract for Fire Pump

-Resolution 2026-03 Authorizing a Contract for Architectural/Engineering Services for Bathroom Renovation Project

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 December 1, 2025, in person at 136 69<sup>th</sup> Street, in the Community Room. The meeting was opened at 5:00 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.

<b>COMMISSIONER</b>	<b>PRESENT</b>	<b>ABSENT</b>
LINDA HABERMANN-WARD, CHAIR	X	
JOLENE MANTINEO, VICE CHAIR		X
DR. GONZALO PEREZ	X	
LUZ TORRES	X	
JORGE DEARMAS	X	
JORGE GOMEZ	X	
MARISOL MONTANEZ	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**

General Counsel administered the Oath of Office to Commissioner Montanez.

**EXECUTIVE DIRECTOR'S REPORT:**

1. The Executive Director let the Commissioners know that Rafael Nieves, and employee of the Authority, was on a leave of absence and passed away rather suddenly.
2. The Executive Director informed the Commissioners that the Authority has officially gone paperless. Staff is working with the senior residents to help them to adjust.
3. There will be a kickoff meeting on December 15<sup>th</sup> to discuss the RAD conversion.
4. Authority residents have applied for the FAHRA scholarship fund.
5. There has been no award letter issued yet regarding the Family Self-Sufficiency grant. The Executive Director has received indications that HUD anticipates funding this grant for January 1, 2026.
6. However, the Authority cannot issue any new Section 8 vouchers because of the federal funding restrictions.
7. The Authority's Annual Holiday Party is scheduled for December 18<sup>th</sup> at Rumba Cubana.
8. The January Board Meeting is being rescheduled to January 12, 2026.

**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	AYE	NAY	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR		X	X			
JOLENE MANTINEO, VICE CHAIR						X
DR. GONZALO PEREZ			X			
LUZ TORRES			X			
JORGE DEARMAS			X			
JORGE GOMEZ			X			
MARISOL MONTANEZ	X		X			

The motion is adopted.

**APPROVAL OF MINUTES:**

A motion was made to approve the minutes of the December 1, 2025, meeting of the Board of Commissioners. The following vote ensued:

COMMISSIONER	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR	X		X			
JOLENE MANTINEO, VICE CHAIR						X
DR. GONZALO PEREZ			X			
LUZ TORRES			X			
JORGE DEARMAS			X			
JORGE GOMEZ			X			
MARISOL MONTANEZ		X			X	

The motion is adopted.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

None.

**RESOLUTIONS:**

Resolution No. 2025-17 Regarding the Appointment of a Joint Insurance Fund Commissioner.

COMMISSIONER	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR			X			
JOLENE MANTINEO, VICE CHAIR						X
DR. GONZALO PEREZ			X			
LUZ TORRES		X	X			
JORGE DEARMAS			X			
JORGE GOMEZ			X			
MARISOL MONTANEZ	X		X			

The resolution is adopted.

**PUBLIC COMMENT:**

None.

**ADJOURNMENT:**

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

COMMISSIONER	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
LINDA HABERMANN-WARD, CHAIR		X	X			
JOLENE MANTINEO, VICE CHAIR						X
DR. GONZALO PEREZ			X			
LUZ TORRES			X			
JORGE DEARMAS			X			
JORGE GOMEZ	X		X			
MARISOL MONTANEZ			X			

The meeting was adjourned at 5:25p.m.

\_\_\_\_\_  
Ruddys E. Andrade, Executive Director/Secretary

\_\_\_\_\_  
Linda Habermann-Ward, Chairperson

**THE GUTTENBERG HOUSING AUTHORITY 2026 - 2027 BOARD MEETING SCHEDULE**  
**ALL MEETINGS BEGIN AT 5:00 PM**

<b>DATE</b>	<b>LOCATION</b>
Monday, April 6, 2026 <b>**REORGANIZATION MEETING**</b>	7005 Blvd. East. Community Room
Monday, May 4, 2026	7005 Blvd. East. Community Room
Monday, June 1, 2026	7005 Blvd. East. Community Room
Monday, July 13, 2026	7005 Blvd. East. Community Room
Monday, September 14, 2026	7005 Blvd. East. Community Room
Monday, October 5, 2026	7005 Blvd. East. Community Room
Monday, November 2, 2026	7005 Blvd. East. Community Room
Monday, December 7, 2026	7005 Blvd. East. Community Room
Monday, January 11, 2027	7005 Blvd. East. Community Room
Monday, February 1, 2027	7005 Blvd. East. Community Room
Monday, March 1, 2027	7005 Blvd. East. Community Room

# 2027 HOUSING AUTHORITY BUDGET RESOLUTION

Guttenberg Housing Authority

**FISCAL YEAR: April 01, 2026 to March 31, 2027**

WHEREAS, the Annual Budget for Guttenberg Housing Authority for the fiscal year beginning April 01, 2026 and ending March 31, 2027 has been presented before the governing body of the Guttenberg Housing Authority at its open public meeting of January 12, 2026; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$6,149,838.00, Total Appropriations including any Accumulated Deficit, if any, of \$6,122,395.00, and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$467,728.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$200,000.00; and

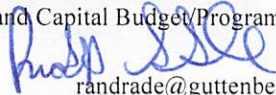
WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Guttenberg Housing Authority, at an open public meeting held on January 12, 2026 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Guttenberg Housing Authority for the fiscal year beginning April 01, 2026 and ending March 31, 2027, is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Housing Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Guttenberg Housing Authority will consider the Annual Budget and Capital Budget/Program for Adoption on March 02, 2026.



randrade@guttenbergha.org

(Secretary's Signature)

1/12/2026

(Date)

**Govermng Body RecordV ote**

Member	Aye	Nay	Abstain	Absent
Linda Habermann-Ward	X			
Jolene Mantineo	X			
Jorge De Annas	X			
Jorge Gomez	X			
Marisol Montanez	X			
Gonzalo Perez	X			
Luz Torres	X			

**RESOLUTION**  
**of the**  
**HOUSING AUTHORITY OF THE**  
**TOWN OF GUTTENBERG**  
**Resolution No. 2026-02**

**RESOLUTION AWARDING AN EMERGENCY CONTRACT TO WILLIAM J. GUARINI, INC. FOR THE REPLACEMENT OF AN EMERGENCY FIRE PUMP AT 6900 BROADWAY, GUTTENBERG, NEW JERSEY**

**Date Introduced: January 12, 2026**

**Date Adopted: January 12, 2026**

**WHEREAS**, the Housing Authority of the Town of Guttenberg (“Housing Authority”) is a public entity organized and existing pursuant to the Code of Federal Regulations and the laws of the State of New Jersey; and

**WHEREAS**, the Housing Authority’s Executive Director has advised that an emergency condition exists at 6900 Broadway, Guttenberg, New Jersey, due to the failure of a fire pump and has submitted the Notification of Emergency attached hereto; and,

**WHEREAS**, the Housing Authority’s Executive Director has submitted a notification detailing the circumstances of the emergency, as required by the Division of Local Government Services in the Department of Community Affairs; and,

**WHEREAS**, the declaration of an emergency and the award of a contract to William J. Guarini, Inc. (“Guarini”) for the replacement of the fire pump and associated piping are necessary to protect the health, safety and welfare of the residents of the Housing Authority and to ensure Housing Authority’s continued efficient operation; and,

**WHEREAS**, the Director of Finance has certified that funds are available for this emergency project.

**NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of the Housing Authority of the Town of Guttenberg that the declaration of an emergency condition threatening the health, safety, and welfare of the residents of the Housing Authority and the award of a contract to Guarini on an emergent basis is hereby authorized and approved.

**BE IT FURTHER RESOLVED** that the Purchasing Agent is authorized and directed to issue a purchase order to Guarini in an amount not to exceed \$107,250.00 for the emergency installation/replacement of an emergency fire pump and associated piping at 6900 Broadway, Guttenberg, New Jersey, and is further authorized to execute all such documents as may be necessary to complete the award, subject to receipt of insurance.

**BE IT FURTHER RESOLVED** that payment to Guarini shall be subject to the approval of a voucher with all necessary substantiation, review by Authority, and compliance with the

Affirmative Action Law, N.J.S.A. 10:5-31 et seq., and its implementing regulations, N.J.A.C. 17:27-1.1 et seq., and the New Jersey State Prevailing Wage Act, N.J.S.A. 34:11-56.25 et seq.

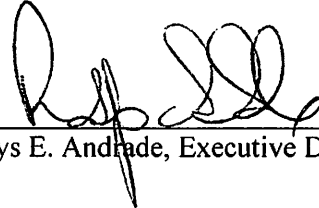
**BE IT FURTHER RESOLVED** that this Resolution shall take effect immediately.

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Linda Habermann-Ward, Chairperson

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Ruddys E. Andrade, Secretary

## NOTIFICATION OF EMERGENCY

Please be advised that the Authority's current fire vendor identified the fire pump at 6900 Broadway as in need of replacement. We have made several attempts over the past few months to get a quote from them and others and have not heard back from them. The building has been placed on fire-watch and will not come off of fire watch status until the fire pump is replaced. In addition, the local fire inspector has directed us to move with all deliberate speed in replacing the fire pump. Given the risks to the health, safety and welfare of the residents of the Housing Authority, the declaration of an emergency is warranted and an emergency contract for the replacement of this fire pump should be awarded as soon as possible.



Ruddys E. Andrade, Executive Director

**RESOLUTION**  
**of the**  
**HOUSING AUTHORITY OF THE**  
**TOWN OF GUTTENBERG**  
**Resolution No. 2026-02**

**RESOLUTION AWARDING AN EMERGENCY CONTRACT TO WILLIAM J. GUARINI, INC. FOR THE REPLACEMENT OF AN EMERGENCY FIRE PUMP AT 6900 BROADWAY, GUTTENBERG, NEW JERSEY**

**Date Introduced: January 12, 2026**

**Date Adopted: January 12, 2026**

**WHEREAS**, the Housing Authority of the Town of Guttenberg (“Housing Authority”) is a public entity organized and existing pursuant to the Code of Federal Regulations and the laws of the State of New Jersey; and

**WHEREAS**, the Housing Authority’s Executive Director has advised that an emergency condition exists at 6900 Broadway, Guttenberg, New Jersey, due to the failure of a fire pump and has submitted the Notification of Emergency attached hereto; and,

**WHEREAS**, the Housing Authority’s Executive Director has submitted a notification detailing the circumstances of the emergency, as required by the Division of Local Government Services in the Department of Community Affairs; and,

**WHEREAS**, the declaration of an emergency and the award of a contract to William J. Guarini, Inc. (“Guarini”) for the replacement of the fire pump and associated piping are necessary to protect the health, safety and welfare of the residents of the Housing Authority and to ensure Housing Authority’s continued efficient operation; and,

**WHEREAS**, the Director of Finance has certified that funds are available for this emergency project.

**NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of the Housing Authority of the Town of Guttenberg that the declaration of an emergency condition threatening the health, safety, and welfare of the residents of the Housing Authority and the award of a contract to Guarini on an emergent basis is hereby authorized and approved.

**BE IT FURTHER RESOLVED** that the Purchasing Agent is authorized and directed to issue a purchase order to Guarini in an amount not to exceed \$107,250.00 for the emergency installation/replacement of an emergency fire pump and associated piping at 6900 Broadway, Guttenberg, New Jersey, and is further authorized to execute all such documents as may be necessary to complete the award, subject to receipt of insurance.

**BE IT FURTHER RESOLVED** that payment to Guarini shall be subject to the approval of a voucher with all necessary substantiation, review by Authority, and compliance with the

Affirmative Action Law, N.J.S.A. 10:5-31 et seq., and its implementing regulations, N.J.A.C. 17:27-1.1 et seq., and the New Jersey State Prevailing Wage Act, N.J.S.A. 34:11-56.25 et seq.

**BE IT FURTHER RESOLVED** that this Resolution shall take effect immediately.

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Linda Habermann-Ward, Chairperson

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Ruddys E. Andrade, Secretary

**RESOLUTION**

**HOUSING AUTHORITY OF THE TOWN OF  
GUTTENBERG**

**RESOLUTION NO. 2026-03**

**RESOLUTION AUTHORIZING AND APPROVING EXECUTION OF A CONTRACT  
FOR ARCHITECTURAL/ENGINEERING SERVICES IN CONNECTION WITH THE  
BATHROOM RENOVATION PROJECT**

**MOTIONED BY:**

**SECONDED BY:**

**WHEREAS**, the Housing Authority of the Town of Guttenberg (the “Authority”) is a public body corporate and politic, constituting an agency and instrumentality of the State of New Jersey, created by the Town of Guttenberg in the County of Hudson, within the State pursuant to the provisions of the Housing Authorities Law, Chapter 67 of the Pamphlet Laws of 1950, codified at N.J.S.A. 55:14A-1 *et seq.*, repealed and replaced by the Local Redevelopment and Housing Law, under Chapter 79 of the Pamphlet Laws of 1992, as amended and supplemented, and codified at N.J.S.A. 40A:12A-1 *et seq.*; and

**WHEREAS**, the Authority previously issued a Request for Proposals for Architectural/Engineering Services in connection with the renovation of bathrooms at 6900 Broadway and 136 69<sup>th</sup> Street, Guttenberg, New Jersey (the “RFP”), and requested proposals be submitted by December 30, 2025; and

**WHEREAS**, the Authority received a Proposal from Coppa Montalbano Architects (“CMA”) which the Authority deems to be the most competitive Proposal, utilizing the evaluation criteria set forth in the RFP; and

**WHEREAS**, the Authority desires to authorize and approve a contract with CMA for architect/engineering services for the Project in an amount not to exceed \$28,000.

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE TOWN OF GUTTENBERG**, that a contract with Coppa Montalbano Architects is hereby authorized and approved in an amount not to exceed \$28,000; and

**BE IT FURTHER RESOLVED**, that the Executive Director is hereby authorized and directed to execute the contract, subject to review and approval by General Counsel.

**BE IT FURTHER RESOLVED**, that no further action shall be necessary.

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Linda Habermann-Ward, Chairperson

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Ruddys E. Andrade, Secretary