:

TRANSCRIPT OF RECORDED

REGULAR MEETING :

PROCEEDINGS

\_\_\_\_\_:

3911 Kennedy Boulevard Union City, New Jersey

Thursday, September 21, 2017 Commencing at 4:35 p.m.

## MEMBERS PRESENT:

ELISE DINARDO, COMMISSIONER

DENNIS E. GONZALEZ, COMMISSIONER,

(Arrived at 5:10 p.m.)

DOROTHY JETTER, COMMISSIONER, ACTING CHAIRPERSON

DEBRA MUNDORF, COMMISSIONER

JOSE PEDRAZA, COMMISSIONER

## MEMBERS ABSENT:

MARGARITA GUTIERREZ, VICE CHAIRPERSON MARTIN T. MARTINETTI, CHAIRPERSON

## ALSO PRESENT:

STANLEY M. SANGER, EXECUTIVE DIRECTOR GERARD D. PIZZILLO, ESQ., COUNSEL WALDO MORIN, DEPUTY DIRECTOR OF OPERATIONS JORGE RODRIGUEZ, COMPTROLLER-HR MANAGER

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MR. SANGER: Okay. Can we all stand for
1
   the flag salute?
3
          (Whereupon, the Pledge of Allegiance was
4
    said by all.)
5
6
7
          MR. SANGER: Well, good afternoon everyone.
          COMMISSIONER DiNARDO: Good afternoon.
8
          MR. RODRIGUEZ: Good afternoon.
9
10
   ROLL CALL:
11
12
13
          MR. SANGER: First thing we'll do is have
    our roll call.
14
          Commissioner Martinetti?
15
16
          Commissioner Gutierrez?
          Commissioner Jetter?
17
          COMMISSIONER JETTER: Here.
18
          MR. SANGER: Commissioner DiNardo?
19
20
          COMMISSIONER DiNARDO: Here.
          MR. SANGER: Commissioner Gonzalez?
21
          Commissioner Mundorf?
22
23
          COMMISSIONER MUNDORF: Here.
24
          MR. SANGER: Commissioner Pedraza?
25
          COMMISSIONER PEDRAZA: Here.
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1 MR. SANGER: Here.

We have four present; three absent. Yes, we do have a quorum.

And this is a Regular Meeting of the -- in accordance with and pursuant to the Chapter 231

Open Public Records (act) Act. Adequate notice of this meeting has been provided as follows:

The annual schedule of Board Meetings set forth the time, date and location of such meetings, and the notice and the agenda the extent known of this meeting has been prominently posted on the bulletin board in our -- in our foyer, forwarded to <a href="The Jersey Journal">The Jersey Journal</a>, is also on our website and has been on file with the office of the City Clerk.

And the first thing that I'd like to do is, of course, welcome everyone back from our summer recess and hoping everyone -- and trusting that everyone had a rested and relaxed summer and hopefully --

COMMISSIONER MUNDORF: Not really.

MR. SANGER: -- everything went well.

You may have recognized this evening that our Chairperson, Mr. Martinetti, and our Vice Chairperson, Ms. Gutierrez, are not present with

- us. I just want to have a little -- inform

  everyone that Mr. Martinetti did have surgery

  just this last two weeks ago or so on his hip.

  And not only was it a hip replacement but he also

  had some reconstructive surgery on his hip in

  some areas and things of that nature.
  - So I spoke with him this morning and if you -- we all know Marty said if you do need me for a quorum call me right away on the phone, I'll be happy to participate. But we're -- we're fortunate to have a quorum and so we're letting Marty rest and whatever and -- and, of course, the much needed rest that he needs.

COMMISSIONER MUNDORF: Um-hum.

MR. SANGER: He's a hardworking man and going through that trauma on his body, so we're going to, you know, move forward with that.

The other thing is Margarita Gutierrez as well; she had some medical procedure on her eyes.

COMMISSIONER MUNDORF: Oh.

MR. SANGER: And she did have a procedure; she's been out of work for a while. So she -- again, so just, you know, keep them in your thoughts and your prayers and -- and that type thing.

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So, -- and Mr. Gonzalez has informed us
 1
    that he might be a little later. He may be able
 2
    to get here for the meeting. And as you know
 3
    he's been involved with many things with Puerto
    Rico in his regular job during the year and --
5
    and, of course, what's happening in Puerto Rico,
6
    so now he's, you know, going -- doing many things
 7
8
9
          COMMISSIONER MUNDORF:
                                 Yeah.
10
          MR. SANGER: -- as related to Puerto Rico
    and what's happening there now.
11
12
          COMMISSIONER DiNARDO: Wow.
          MR. SANGER: Some of the relief and what's
13
    going on there, so.
14
15
          But he's going to try and be here today, so
16
    hopefully he will be here in a few minutes.
          First thing I'd like to do is go into
17
    Closed Session. And I'd like to have a -- a
18
    motion on that.
19
20
          Motion for Closed Session by Miss Mundorf.
          COMMISSIONER MUNDORF: Mundorf.
21
22
          MR. SANGER: And second motion by Miss
23
    Jetter.
24
          And we'll have a roll call for that.
25
          MR. SANGER: Commissioner Jetter?
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1
          COMMISSIONER JETTER: Yes.
          MR. SANGER: Commissioner DiNardo?
2
          COMMISSIONER DiNARDO: Yes.
3
          MR. SANGER: Commissioner Mundorf?
4
          COMMISSIONER MUNDORF: Yes.
5
6
          MR. SANGER: Commissioner Pedraza?
          COMMISSIONER PEDRAZA: Yes.
7
8
          MR. SANGER: Four yes.
9
          And we will now go into Closed Session.
10
          (Whereupon, the Board moved to Executive
11
12
    Session at 4:39 p.m.)
13
          (Whereupon, Commissioner Dennis E. Gonzalez
14
15
    arrived at 5:10 p.m.)
16
          (Whereupon, the Board returned to Open
17
18
    Session at 5:10 p.m.)
19
20
          MR. SANGER: Okay.
          We are now going from -- now we have to get
21
    a motion to go back into Open Session.
22
23
          Do I get a motion?
24
          COMMISSIONER DiNARDO: Motion.
25
          MR. SANGER: Motion by Miss DiNardo.
```

1 Second by Miss Jetter. Roll call. 2 MR. SANGER: Miss Jetter? 3 COMMISSIONER JETTER: Yes. 4 MR. SANGER: Miss DiNardo? 5 6 COMMISSIONER DiNARDO: Yes. MR. SANGER: Mr. Gonzalez? 7 COMMISSIONER GONZALEZ: Yes. 8 MR. SANGER: Miss Mundorf? 9 10 COMMISSIONER MUNDORF: Yes. MR. SANGER: Mr. Pedraza? 11 12 COMMISSIONER PEDRAZA: Yes. MR. SANGER: Yes. 13 Five yes. 14 15 And we are now back into Open Session. 16 What I'd like to do at this time is to have a separate vote to start off our Open Session and 17 18 on two matters. The first matter is that we'd like to at 19 20 this time -- as you can see and observe that Mr. Martinetti, our Chairperson, and Miss Gutierrez, 21 22 our Vice Chairperson, are not with us this 23 evening. 24 So what I'd like to recommend and to have

is that Miss Dottie Jetter be our -- be our

```
Acting Chairperson. She is our -- member of our
   -- our Board that is here has the longest tenure.
   So I think she's the natural one to fit into that
3
    seat on a temporary acting basis.
          So, can I have -- can I have a motion for
5
6
   that?
7
          Motion --
8
          COMMISSIONER DiNARDO: Motion.
          MR. SANGER: -- by Miss DiNardo.
9
10
          Second by Miss Mundorf.
          COMMISSIONER DiNARDO: Go, Dottie.
11
12
          MR. SANGER: Roll call.
          Miss Jetter?
13
          COMMISSIONER JETTER: Be thankful.
14
          MR. SANGER: Miss Jetter?
15
16
         COMMISSIONER GONZALEZ: You want to switch
17
   seats?
          MR. MORIN: Miss Jetter?
18
19
          COMMISSIONER JETTER: No way.
20
          MR. SANGER: Miss Jetter, roll call.
          MR. MORIN: Miss Jetter?
21
          MR. SANGER: Roll call.
22
23
          COMMISSIONER JETTER: Pardon me?
24
          MR. SANGER: Roll call, Miss Jetter?
          COMMISSIONER JETTER: Yes.
25
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MR. SANGER: Okay.
1
          MR. MORIN: Yes.
 2
          MR. SANGER: Miss DiNardo?
3
          COMMISSIONER DiNARDO: Yes.
4
          MR. SANGER: Mr. Gonzalez?
5
6
          COMMISSIONER GONZALEZ: Yes.
          MR. SANGER: Miss Mundorf?
 7
          COMMISSIONER MUNDORF: Yes.
8
          MR. SANGER: Mr. Pedraza?
9
10
          COMMISSIONER PEDRAZA: Yes.
          MR. SANGER: Yes.
11
12
          Five yes and we are now in a -- our Open
13
    Session.
14
15
          (Whereupon, the Board discussed and took
16
    action on the following item:
    APPROVAL OF MINUTES OF THE REGULAR MEETING OF
17
    JUNE 15, 2017 AND THE EXECUTIVE SESSION MEETING
18
    OF JUNE 15, 2017.)
19
20
          MR. SANGER: And the first thing I'd like
21
    to do, I would hope some of you had an
22
    opportunity to look through some of the minutes
23
24
    of the -- of our last meeting, which was back in
25
    June.
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And what I'd like to do is get approval of
1
   the minutes in a separate vote before we begin.
          So can I get a roll call to approval -- for
3
    approval of our minutes -- and can I get a
   motion?
5
6
          COMMISSIONER DiNARDO: Motion.
          COMMISSIONER MUNDORF: Motion.
7
8
          MR. SANGER: Motion by Miss Mundorf.
9
          Second by Miss Jetter.
          The approval of the minutes and we'll
10
   have --
11
12
          Miss Jetter?
13
          -- roll call.
          Miss Jetter?
14
15
          ACTING CHAIRPERSON JETTER: Yes.
16
          COMMISSIONER DiNARDO: Was I here for that
   meeting?
17
          MR. SANGER: Miss DiNardo?
18
          COMMISSIONER DiNARDO: I don't remember,
19
20
    was I here Mr. --
21
          Yes.
22
          No, I was absent.
23
          MR. SANGER: Um-hum.
24
          ACTING CHAIRPERSON JETTER: Yeah.
25
          COMMISSIONER DiNARDO: So I would say that
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I'm ineligible.
2
          Right?
          MR. SANGER: Yeah.
3
          COMMISSIONER DiNARDO: I have to abstain?
4
          MR. SANGER: Yeah. You have to abstain.
5
6
          COMMISSIONER DiNARDO: Even though I've
    read them.
7
          MR. SANGER: Okay, abstain.
8
          COMMISSIONER DiNARDO: So I abstain.
9
10
          MR. SANGER: Okay.
          Mr. Gonzalez?
11
12
          COMMISSIONER GONZALEZ: I have to abstain
13
    as well; I wasn't here.
14
          MR. SANGER: Okay.
          Can we be sure that Mr. Gonzalez gets a
15
16
    packet of everything --
          COMMISSIONER GONZALEZ: I was going to ask.
17
          MR. SANGER: -- we have? Yes.
18
          COMMISSIONER GONZALEZ: I mean I do have my
19
20
    packet in the car.
21
          MR. SANGER: Okay.
22
          COMMISSIONER GONZALEZ: I can walk over to
23
   the car and get it.
24
          MR. RODRIGUEZ: I can -- no, no, --
25
          No, no, no, -- I got it.
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1
          MR. SANGER: Okay.
          COMMISSIONER DiNARDO: I'll share with you.
          MR. SANGER: Miss Mundorf?
3
          I'm sorry.
4
          Miss Mundorf?
5
6
          COMMISSIONER MUNDORF: Yes.
          MR. SANGER: And Mr. Pedraza?
7
          COMMISSIONER PEDRAZA: Yes.
8
9
          MR. SANGER: Five yes, so the -- for the
    approval of the minutes.
10
11
12
          (Whereupon, the Board discussed and took
    action on the following items:
13
   CONSENT AGENDA:
14
   B. APPROVAL OF BIDS;
15
16
   C. APPROVAL OF VARIOUS RESOLUTIONS
       RESOLUTION NO. 2017-115 - RESOLUTION
17
   APPROVING CONTRACT FOR BOILER WATER TREATMENT
18
19
   SERVICES;
20
         RESOLUTION NO. 2017-116 - RESOLUTION
   APPROVING CONTRACT FOR FIRE SPRINKLER SYSTEM
21
22
    REPAIR SERVICES;
         RESOLUTION NO. 2017-117 - RESOLUTION
23
24
   APPROVING CONTRACT FOR FUEL OIL DELIVERY;
         RESOLUTION NO. 2017-118 - RESOLUTION
25
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APPROVING CONTRACT FOR EXTERMINATION SERVICES;
 1
          RESOLUTION NO. 2017-119 - RESOLUTION
 2
   APPROVING CONTRACT FOR ELEVATOR MAINTENANCE
 3
   SERVICES;
 4
         RESOLUTION NO. 2017-120 - RESOLUTION
 5
   APPROVING CONTRACT FOR HVAC UNIT MAINTENANCE
 6
 7
   SERVICES;
          RESOLUTION NO. 2017-121 - RESOLUTION
 8
   APPROVING CONTRACT FOR COMPACTOR MACHINE
 9
10
   MAINTENANCE SERVICES;
         RESOLUTION NO. 2017-122 - RESOLUTION
11
12
   APPROVING CONTRACT FOR EMERGENCY GENERATOR
13
   SERVICES;
         RESOLUTION NO. 2017-123 - RESOLUTION
14
15
   APPROVING CONTRACT FOR THE INSTALLATION OF
16
   SECURITY CAMERAS AT COLUMBIAN COURT (AMP I);
         RESOLUTION NO. 2017-124 - RESOLUTION
17
   APPROVING CONTRACT FOR EMERGENCY ELECTRICAL
18
19
   REPAIR SERVICES;
20
         RESOLUTION NO. 2017-125 - RESOLUTION
   AUTHORIZING THE PHA TO ADVERTISE FOR BID FOR
21
22
    INSTALLATION OF ADMINISTRATION OFFICE FLOORS AND
23
   PAINTING;
24
      RESOLUTION NO. 2017-126 - RESOLUTION
   APPROVING INCREASING THE CONTRACTUAL PAYMENT CAP
25
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OF BALACHANDAR JAYARAMAN CPA, LLC BY \$13,000.00; 1 RESOLUTION NO. 2017-127 - RESOLUTION 2 AUTHORIZING THE HOUSING AUTHORITY TO RE-BID THE 3 FIRE ALARM MAINTENANCE AND THE FLOOR/CARPETS 4 MAINTENANCE SERVICES; 5 D. APPROVAL OF PAYMENT OF BILLS.) 6 7 MR. SANGER: What I'd like to do now, as 8 9 we've done in prior months, I would like to recommend the following items B through E, which 10 is the Approval of the Bids, the Approval of the 11 12 Various Resolutions, the Approval of Payment of Bills, and the Account's Receivable/Delinquents 13 (sic). All of them will now go under Consent 14 15 Agenda. And after we hear these items and after we 16 go over these items we will have our roll call 17 for Consent Agenda. So the following items will 18 19 be with Consent Agenda. 20 And I'd like to start now with our various bids and various Resolutions to the awarding of 21 those bids. 22

And as you know, in order to --

COMMISSIONER MUNDORF: Yeah, they're all --

MR. SANGER: -- in order to operate and to

23

24

- 1 | have an efficient Union City Housing Authority
- 2 and in order to just run things smoothly, as well
- 3 as provide the quality of life for all our
- 4 residents, we do have to award various bids for
- 5 different areas when it comes to different
- 6 services and different mechanical services and
- 7 | cleaning services and -- and things of that
- 8 nature.
- 9 So, if you'll bear with me, I have about 13
- 10 of them to read tonight. But it is that time of
- 11 | the year to go over a number of these
- 12 Resolutions. And so I'll start with that now.
- 13 The first Resolution is --
- 14 If you'll follow me.
- 15 | -- it's 2017, number 1-1-5 -- number 115.
- 16 It's the Resolution Approving Contract for
- 17 | Boiler Water Treatment Services.
- 18 And the Union City Housing Authority sought
- 19 | bids for boiler -- boiler water treatment
- 20 services. And several bids were received and it
- 21 was determined that the lowest responsible bidder
- 22 | was submitted by The Metro Group.
- 23 And that the Commissioners of the City of
- 24 Union City do hereby approve the contract for
- 25 Metro Group. And it shall be paid in accordance

- with the bid not to exceed \$5,900.00 per month
  for eight months.
- And, as you'll see on many of these, we
  still have a cap, which the same cap that we had
  last year. Our cap was reduced by 15 percent
  last year and we're providing that same cap on
  all of our bids this year as well.

So that is Resolution 115.

Resolution 116 is Resolution Approving Contract for Fire Sprinkler System Repair.

And the Union City Housing Authority sought the bids for the fire sprinkler system repairs.

And the -- the lowest responsive bidder was submitted by Fire Prevention Contractors.

And their compensation will be in -- in accordance with the bid specifications and, again, shall not exceed the -- the amount of the bid.

Also, moving forward, number 117,

Resolution Approving Contract for Fuel Oil

Delivery.

And the Union City Housing Authority sought the bids for fuel oil delivery. And several bids were received and it was determined that the lowest responsive bidder was Petroleum Traders

1 Inc. And, again, we provide -- they will provide fuel oil delivery in accordance with the bid 3 specifications. 4 And the amount of that bid will -- will not 5 be exceeded. And, of course, we will keep a --6 always keep a close eye on all of those items. 7 Resolution number 118, Resolution Approving Contract for Extermination Services. 10 And the Union City Housing Authority south the bids for extermination services. And E&G 11 12 Extermination Services were determined as the lowest possible bidder and responsible bidder. 13 And, therefore, it was resolved that the 14 15 Commissioners do hereby award the contract to E&G 16 Extermination Services in accordance with the bid specs. 17 And the bid will not be -- exceed \$405.00 18 per month for all sites and bug treatment fees 19 20 and -- and -- in accordance with the bid. So, \$405.00 per month with that for our 21

extermination services. The next, number 119, Resolution Approving Contract for Elevator Maintenance. Most important here and one of our main

22

23

24

- 1 bids and responsibilities that we have is the
- 2 safety of our elevators because so many of our
- 3 people do, you know, rely upon our elevators for
- 4 their, you know, going -- and safety in going to
- 5 | -- up and down through our buildings.
- 6 So, Union City Housing Authority sought
- 7 bids for the elevator maintenance services.
- 8 And the G&S Elevator Industries, Inc. has
- 9 been the lowest responsible bidder. And the
- 10 amount will be as set forth in the bid proposal
- 11 | submitted to the Authority. And the low -- it
- 12 | was reviewed and seems sufficient.
- And in accordance with the bid not to
- 14 exceed \$2,950.00 per month.
- 15 Number 120.
- 16 Resolution Approving Contract for HVAC Unit
- 17 | Maintenance.
- 18 And Union City Housing Authority sought the
- 19 bids for HVAC unit maintenance.
- 20 And several bids were received and the
- 21 lowest responsible bidder was submitted by
- 22 | Carrier Corp. -- Corporation.
- 23 And, which -- and again this will not
- 24 exceed \$5,650.00 (sic) per month for the HVAC
- 25 units maintenance.

20 Also contract and Resolution number 121. 1 Resolution Approving Contract for Compactor 2 Machine Maintenance Services. 3 And this, of course, is our -- what we 4 dispose of -- any of our garbage and disposal 5 with the -- with the compact machine. 6 7 And the Union City Housing Authority sought 8 bids for the compactor machine maintenance. And determined that the lowest responsible bidder was Metropolitan Compactor. And the 10 lowest bid was reviewed and it will be in 11 12 accordance with bid specs. And we will not exceed that bid amount 13 through the -- the course of our contract with 14 15 them. 16 Also, Resolution number 122. Resolution Approving Contract for Emergency 17 Generator Services. 18 And the Union City Housing Authority sought 19 20 the bids for the emergency generator services and -- and one bid was received. Only one bid was 21 received by ENER-G-Rudox, Incorporated. And they 22

were the lowest responsible bidder.

And the Commissioners -- and we are
approving that this evening. And it shall not

23

24

exceed \$2,400.0 within this contract. And there will be three visits per year.

So emergency generator services; they'll check those generators three times per year and each one shall not exceed 2,400 when they visit with that.

Also, number 123 -- Resolution 123.

Resolution Approving Contract for the Installation of Security Cameras at Columbian Court.

We're very happy to award this bid and very happy to see the results of this bid and to provide safety and security for our downtown residents with our security cameras.

And the Union City Housing Authority sought bids for the installation of security cameras at Columbia (sic) Court, which is AMP I, which is the downtown section of Union City.

And several bids were received and it was determined that the lowest responsible bidder was Technotime Business Solutions, LLC.

And awarding this -- the installation for the security cameras. That contract shall be paid in accordance with the bid not to exceed \$42,480.00.

And we're very happy this evening to award this.

One twenty-four.

Resolution Approving Contract for Emergency Electrical Repair.

And we sought the bids for that and several bids were received and it was determined that the lowest responsible bidder was TSUJ, Corporation.

And the -- the amount of money will be in -- for services will be in accordance with the bid specifications.

And we will be sure that they do not exceed that bid amount throughout the -- the contract time.

Also, contract number 125.

Resolution Authorizing the Public Housing

Authority to Advertise for Bids for the

Installation of Administrative Office for Floors

and Painting.

So this is not an award of a bid -- or this is not a Resolution for an award, this is notice to bidders and, basically, asking you to allow us for a Resolution authorizing us to go out and advertise for the bid.

And if you look around this office here and

as you come into this office, which you do each
and every month, you'll see that the office here
is -- is old, to put it lightly. And certainly
needs a little bit of a facelift.

We do need some new flooring, new painting, new lighting. And much of what's the decorations here and the flooring and the painting, whatever, have been here for 25 to 30 years.

And this office needs -- it vitally needs a little bit of a facelift and, of course, to be -- provide an atmosphere and a work environment and safety and health-wise for all of our workers, people working here, and the people that are dedicated to the Housing Authority.

So we'd like to, of course, spruce that up and provide an atmosphere here, not only for the workers but of course for you people as well.

When public comes to meetings here that it is an environment here that we can all be proud of.

And so we'd like to make the -- fix that up and make this just a -- make it a nice shiny place to work. A nice shiny place to come to.

So after 25, 30 years I  $\operatorname{\mathsf{I}}$  -- I believe we -- we deserve that.

So we're asking for you to approve that

1 | this evening as well.

And Resolution Approving the Increase of the Contractual Payment on Cap for Bala -- Balachandar Jayaraman. And he is our fee accountant.

And Bala has worked very closely with Jorge
-- Jorge Rodriguez, our -- our CPA. And in our
transition time we've had working with Bala he -we originally had on his contract a \$43,000.00
limit. He is our fee accountant. He guides us
all towards our audits and all our financial
reports that might be -- whether they're state
reports, whether they're federal reports,
whatever it may be.

And he's truly our guide towards that and assists Jorge and works closely with Jorge with that.

And I do want to say, Jorge, you're doing a great job towards that -- in that area, working with our finance.

And with Mr. -- Mr. Bala, what we'd like to do is increase \$13,000.00 because we have been having him do a lot of work in our transition from -- in recent -- in recent, you know, employee transition and some duties and

```
responsibilities from our last employee and
 1
 2
    employees.
          So we'd like to increase that by $13,000.00
 3
    -- from 43,353 to 56,353, to allow him to finish
 4
    the remainder of the -- the responsibilities that
5
    are necessary for us to go through the audit
6
7
    process.
          So, are there any questions on that?
8
          COMMISSIONER DiNARDO: So, --
9
10
          MR. SANGER: Um-hum.
          COMMISSIONER DiNARDO: -- so, the company
11
12
    is picking up the duties of employees that may
    have retired or --
13
          MR. SANGER: Or have left us.
14
15
          COMMISSIONER DiNARDO: -- have left you.
16
    Okay.
          MR. SANGER: What has happened, we did have
17
    one or two employees -- we had Mr. Rafael Natera
18
19
    who is no longer working with us, had left us on
20
    July 17<sup>th</sup>, --
21
          COMMISSIONER DiNARDO: Okay.
22
          MR. SANGER: -- approximately two months
          And in that time Jorge has taken over all
23
    ago.
    the CPA duties and responsibilities.
24
25
          And in that two month period Bala, as the
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fee accountant, we've worked very closely with
   him in transition.
          COMMISSIONER DiNARDO: Okay.
 3
          MR. SANGER: And he's given us some extra
 4
    time and extra attention --
5
          COMMISSIONER DiNARDO: Oh, I see.
 6
          MR. SANGER: -- and has allowed us --
 7
          COMMISSIONER DiNARDO: Okay.
8
9
          MR. SANGER: -- he has guided us through
10
    that transition.
          COMMISSIONER DiNARDO: Understood.
11
12
          MR. SANGER: All right?
          ACTING CHAIRPERSON JETTER: Good.
13
          MR. SANGER: So, -- and with that --
14
15
    through that guidance and that extra time he's
16
    put in, we'd like to increase the amount of
17
    money.
          So, this will be a one time thing --
18
19
          COMMISSIONER DiNARDO: Right.
20
          MR. SANGER: -- kind of thing --
          COMMISSIONER DiNARDO: Right.
21
          MR. SANGER: -- and because of the
22
    circumstance and the situation. And once, you
23
    know, I'm sure and I'm very confident that in
24
    just a few short months that we will have -- you
25
```

1 know, --Jorge will -- is setting up a whole new systems approach and many things he's doing. And 3 making a lot of improvements. And just in our --4 our efficiency -- our efficiency as a -- as an 5 Authority and just working closely with people 6 and just upgrading many of the things we're 7 8 doing. I'll have -- might have Jorge speak on it a little later during my -- my report as Executive 10 Director. 11 12 But Mr. -- what I'm asking now is for Bala Jayaraman to get an increase to help -- help us 13 towards -- and I think it's money well spent 14 15 because it's going to keep us, you know, on --16 COMMISSIONER DiNARDO: Track. MR. SANGER: -- moving forward --17 COMMISSIONER DiNARDO: Okay. 18 MR. SANGER: -- on track and moving forward 19 20 and making the improvements we want to make and -- which our original goals are with that. 21 And the last being, number 127. 22 Resolution Authorizing the Housing 23 Authority to Re-Bid the Fire Alarm Maintenance 24

and the Floor/Carpets Maintenance.

Unfortunately when we put out the original bid with this -- this group here, the original bid, it just did not -- we didn't get any responses from people. And we'd like to go out and re-bid it and maybe do a little -- job in recruiting and getting the word out to different companies and whatever, letting them know that we are accepting bids.

Being a little more aggressive towards that and, you know, getting, you know, to the public and to -- to the many different vendors that might be in the -- the Northern New Jersey area to -- to assist us with that.

So we're just asking this evening to allow us just a Resolution to re-bid -- go out and re-bid for that.

COMMISSIONER DiNARDO: Um-hum.

MR. SANGER: So with that all being said -and I don't know if you have any questions
towards the Resolutions or if you had a chance to
look through the Payment of Bills but with that,
if you have no questions, I'd like to now take a
roll call as a, you know, roll call as to the
Consent Agenda.

And what I'd like to have is a motion

1	towards that.
2	Motion for Consent Agenda for these?
3	COMMISSIONER DiNARDO: Motion.
4	MR. SANGER: Motion by Miss DiNardo.
5	Second?
6	Second by Miss Jetter.
7	And roll call.
8	Miss Jetter?
9	ACTING CHAIRPERSON JETTER: Yes.
10	MR. SANGER: Miss DiNardo?
11	COMMISSIONER DiNARDO: Yes.
12	MR. SANGER: Miss (sic) Gonzalez?
13	COMMISSIONER GONZALEZ: Yes.
14	MR. SANGER: Miss Mundorf?
15	COMMISSIONER MUNDORF: Yes.
16	MR. SANGER: Mr. Pedraza?
17	COMMISSIONER PEDRAZA: Yes.
18	MR. SANGER: Five yes and that Consent
19	Agenda is carried.
20	
21	D. DIRECTOR'S REPORT/UCHA ACHIEVEMENTS:
22	
23	MR. SANGER: Okay at this time I'd like to
24	take a few minutes to just share with you the
25	many items during the course of this last summer

that -- this last spring and summer that we were
able to achieve -- many of our achievements here
at the Housing -- at the Housing Authority.

I don't know if you had a chance to look but I did put in everybody's folder --

COMMISSIONER MUNDORF: Um-hum.

MR. SANGER: -- here a -- a little --

And I've been trying to do this now on an ongoing basis. Every six months or so I want to, basically, refresh and revise this and put the additional items we do each and -- every six or months or so as to the improvements we've made at the Housing Authority.

And I think what it does is show us, as we do this every six months, showing the progress that we've made and show the -- what we've enjoyed very much here, the relationship between the Board with the Administration here, as well as the residents, and the many good things that we are doing.

So we had a chance -- I have a chance to put this together for you each -- every six months or so and it, basically, really, really shows --

COMMISSIONER MUNDORF: Um-hum.

MR. SANGER: -- the good things that we are doing in our partnership and how -- we are making great gains here at the Housing Authority to improve the quality of life.

I use that term often but that's what it's all about. Improving the quality of life and the safety and security -- and maintaining the safety and security of the -- of our residents. That's what it's all about.

COMMISSIONER MUNDORF: Yeah.

MR. SANGER: That's what we're all here for.

So just give you an idea of what's been done, all right, up to this September from I guess you would say last -- last March and April. So what we've done this last spring and summer.

We've now, if you -- and may want to follow with me, I have it right here, it's the -- the third page that are in the list of achievements that I handed out to you.

Security camera system, Phase II to be going downtown.

And I'd like to say the Phase I up here has been working tremendously. Four or five major situations that we've gotten here, we've gotten

1 the person through cameras.

2 ACTING CHAIRPERSON JETTER: Oh, yeah.

MR. SANGER: And we were able to, you know, work closely with the Union City Police

Department and take people on charges and take the proper legal, you know, steps towards them.

So right now many of the things that are happening -- and what it's doing most importantly is that is the -- what it's doing is reducing many things that are happening and just acting as a deterrent. All right. Many -- many things are not happening now because we do have the cameras.

And I think many people realize -- and that's all you hear from the residents, oh it's so good, it's so good. People feel so much more secure about it. So a lot of good things happening. We'd just like to extend that now.

We do have the cameras at 3700 Senior Citizens. We do have the cameras here. And what we'd like now is our next site, downtown, on 3rd and 4th Street at Columbia (sic) Courts, we'd like to install the cameras there. And they're going to be installed for a -- for an amount, as you heard before on the -- with the Resolution, for about \$42,000.00.

So, I think we have, you know, a good thing going. We have the same company that did them here was awarded the bid downtown as well. And I think we really have, you know, a good relationship with them and it's really going to, you know, do some great gains for us.

So a lot of good stuff there.

So we also have video camera signs in all our buildings. So people realize they are, you know, under video surveillance.

We have speed limit signs, 5 miles per hour. Might sound like a little thing. But in all our parking lots and whatever now, we put up signs, speed limit 5 miles an hour.

You'd be surprised how people -- no, you won't be surprised, you've -- you've lived here in Union City. We're close to Kennedy Boulevard, which is sometimes like a -- like racetrack here, Kennedy Boulevard.

But just people coming out of our -- our parking lot here just so fast sometimes and it's just not safe. So we -- we put up speed limit signs. We're stopping people. I've stopped people myself and said, hey you're going too fast. We're putting signs. We're having

people -- every -- whatever we can to slow people 1 And with the safety, so we're doing that as well.

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The back parking -- back parking lot has been resurfaced. I don't know if you have a chance to see that.

So last year we had done the front of our parking lot here was all repaved and redone. this year, just last week, we were able to resurface the back and fill in a lot of the holes. Resurface the -- the top of it. new lines. Put up new -- you know, new signs and new arrows and safety items and things like that.

So we made a big improvement when it comes to parking -- the parking lots and those things.

The Columbia (sic) Court downtown, the hallways and the stairwells have been painted.

One thing I'm happy to say now with the -you'll see the next item, the SDA, which is the School Development Authority and the City of Union City and the Union City Housing Authority are in partnership for the additional affordable housing at 519-521 Summit Avenue.

And Miss DiNardo certainly knows about this. The SDA and in working with the Union City Board of Education for a number of years had

acquired the land -- acquisition of land and also

did some demolition -- acquisition/demolition of

a number of sites. One of the sites was for -
going to be for a downtown school. Didn't come

to fruition as far as downtown.

Came to fruition just this -- two weeks ago we opened up the new Gilmore School on  $17^{\rm th}$  Street. And that was the original site of the Woodrow Wilson School.

So what they had was a downtown site. They no longer needed the downtown site. We did it on  $17^{\rm th}$  Street at Gilmore School, so the downtown site has been open.

And the SDA has been gracious enough to give a lot of that land to Mayor Stack. That's where our Public Works now is -- we have Public Works trucks there and they've set up a whole Public Works Department there -- temporary site.

But there was also a building there, which was really -- we've been able to go into the building and we've been able to, you know, survey and check it out and assess it. And there are 12 units in the building and the SDA is going to give us -- give the City of Union City that

building and the City of Union City is giving it
to us.

COMMISSIONER DiNARDO: Wonderful.

MR. SANGER: So what we're going to have is

12 more units as far as affordable housing for

people -- for families of Union City. And we're

going to try to run it, make it just very much

like our Veterans' homes; we call them Veterans'

homes but it's really affordable housing.

So we're going to have -- add additional units onto our affordable housing offerings and, you know, affordable housing opportunities. So that's a great thing.

It's not going to cost us much. We're going to have to fix up a little bit. But in my -- in walking through and having a walk through with Marty Martinetti, with some of the people from the Police Department, the Fire Department -- make sure it's safe and secure, Marty through the Buildings Department. And what we've observed we feel we can make the repair and what needs to be -- and make it totally, you know, livable and make it comfortable for about a hundred thousand dollars.

COMMISSIONER DiNARDO: Wow.

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MR. SANGER: It's really in pretty good
 1
 2
    shape.
          Mostly roofing and some leakage. And other
 3
    than that -- maybe some floors that have been
    effected by the leakage and things like that.
5
    But other than that we feel -- we really feel
 6
 7
    we're going to have a good site, nice site there.
          So, that's happening and so you're going to
8
    have additional --
10
          The other is --
          ACTING CHAIRPERSON JETTER:
11
                                       That's
12
    downtown.
          Right?
13
          MR. SANGER: That is downtown at -- it's on
14
    5<sup>th</sup> Street and Summit Avenue. Right.
15
16
          The other is COAH/Veterans Improvement
    Project.
17
          You might say what is that?
18
          That's Coalition of Affordable Housing.
19
20
    And I -- I've mentioned this to you before where
    we're getting further along and -- and how we're
21
    progressing towards this.
22
23
          And what we're doing is just recently is
    we've met with our attorney. We've met with the
24
    architects. And what we're trying to do is to
25
```

- 1 | improve our Veterans Housing and just make the
- 2 living conditions, you know, much more
- 3 comfortable and much more safe. And just -- just
- 4 spruce them up; make them -- make them modern.
- 5 As you know those buildings are 65 years
- 6 old. They're old post-war. Sixty-seven years
- 7 | old or so. They're post-war from, you know,
- 8 World War II. And what we're looking to do at
- 9 | Cantello Street and Peter Street, working closely
- 10 | with the COAH money and the City has awarded us
- 11 | -- has given us \$600,000.00 to -- as to what we
- 12 | can do to fix up those units.
- So we're looking to put in new bathrooms,
- 14 | new kitchens, new floors, new windows, et cetera.
- But the other additional thing that we're
- 16 | very excited about is that we have an additional
- 17 partner who's looking to come in with us and that
- 18 is PACO. And PACO is a winterization agency.
- 19 COMMISSIONER MUNDORF: Um-hum.
- MR. SANGER: It's a county/state
- 21 | winterization agency. And they provide heating
- 22 -- heating units, they provide windows, they
- 23 provide refrigerators.
- So with the COAH money, with money coming
- 25 from PACO, and working here, we feel we can do a,

you know, real nice thing for our -- all our veterans, people who are living at -- at the Cantello Street project there. There are 44 units there.

Not that we're going to ignore the other people around town but that's going to be the first site we're going to work on with the original \$600,000.00 and the original PACO money.

And -- so we're -- the architects have just visited there this week. They're looking into and make a plan. So what we're doing is coming up with a plan to give to the City of Union City attorney, so that City of Union City attorney can go before the courts. Because in COAH, in the State of New Jersey, no longer -- no longer has an office or a facility, they have to go through the courts.

The COAH office in the State of New Jersey is basically defunct.

MR. RODRIGUEZ: Yeah.

MR. SANGER: All right?

So it has to go through the courts. So the City attorney is going to take down our proposal to the courts and ask the courts to approve that. So, basically saying what it's going to cost.

1 ACTING CHAIRPERSON JETTER: They didn't --2 MR. SANGER: You know, --ACTING CHAIRPERSON JETTER: -- they didn't 3 do it yet. 4 MR. SANGER: -- so, --5 No. No, we haven't done it yet. They're 6 going to be putting -- that's what the 7 8 professional are doing -- the architects, A&E, architects and engineers. 10 ACTING CHAIRPERSON JETTER: Right. MR. SANGER: And put together -- we're 11 12 hoping it's going to be done for less than \$10,000.00 per unit. And then, of course, what 13 PACO could put in. 14 15 PACO stating for us if we could prove that 16 50 -- between 50 and -- well, 66 percent of all the people living in the -- in the Veterans 17 units, if we could prove that they're below the 18 19 threshold of income, that they'll do all the 20 sites. In other words, even the people that are above the threshold. 21 You know if we could show 66 or below, 22 they'll do everything. So they'll come in and 23 put heating units, boilers in, they'll come in 24 and put new windows in. 25

1 COMMISSIONER DiNARDO: Wow. MR. SANGER: And a number of them we have 2 already new windows and boilers but the ones who 3 need and --4 ACTING CHAIRPERSON JETTER: And how much 5 would that raise the rent? 6 7 MR. SANGER: Well, that's something --Right now there hasn't been discussion 8 towards that. And I think, --9 10 ACTING CHAIRPERSON JETTER: Um-hum. MR. SANGER: -- Dottie, one thing we're 11 12 looking to do is --I don't think it will be much, be honest 13 with you, but it might be something we can be in 14 15 discussion, you know, with yourselves at -- I 16 think at the right time when that happens. don't think this is the right -- basically the 17 right time but it's something to be considered 18 19 what you're -- what you're saying. 20 And --ACTING CHAIRPERSON JETTER: Yeah. 21 22 MR. SANGER: -- because people will be getting new units and they will be getting 23 24 affordable housing that now is going to be, basically, new and all nice. 25

```
You know we're putting new roofs, new
 1
    pathways, new outside lighting. Maybe security
 2
    cameras if we can squeeze it in the money -- and
 3
    things of that nature. So, --
          ACTING CHAIRPERSON JETTER: I'll give
5
6
    you --
 7
          MR. SANGER: -- a lot to --
          ACTING CHAIRPERSON JETTER: -- the money
8
    for it.
10
          MR. SANGER: So what we like to do is do
    the Cantello Street area first and get that
11
12
    together. Then lessens learned and make a
13
    prototype there.
          And then the following year, when the City
14
    of Union City gets additional COAH money, --
15
16
          Each year they get about a hundred thousand
    dollars or so and then they'll be able to maybe
17
    give us another hundred; maybe then we could do
18
    eight or ten other units.
19
20
          ACTING CHAIRPERSON JETTER: Um-hum.
          MR. SANGER: And then the next year maybe
21
    eight or ten other units. Then eight or ten
22
23
    others.
24
          Maybe a four or five year period we can get
    all our hundred and twelve units complete and
25
```

1 done.

So, that's we're looking to do and it's

going to take a lot of work, a lot of

coordination. And I think one of the biggest

things -- and people have to understand this and

I notice it might be like pulling teeth a bit,

but we need everyone's support with this.

In order for PACO to come onboard with us and give us hundreds of thousands of dollars that are going to benefit everyone -- all the people living there, people have to inform us of what their income is. All right? And this is a requirement of PACO.

So we want to do this as softly as possible for obvious reasons. Because many people do not like to disclose their income. I'm sure many people here don't like to disclose their income different places at different times. You know?

But in order for -- get -- to get the money from PACO we have to show that -- that 66 percent of the people are below the threshold. All right?

And what we're going to be asking, the people in the Housing, to provide for us -- and I'm getting that -- exactly what is needed for

```
PACO's regulations from the PACO Director. And
   he happens to be a resident of Union City and
2
   he's -- he's says I'm gung-ho, I want to things
3
    for Union City. And so he's excited about it.
          He calls me often. You know, he's -- he's
5
    so aggressive about it.
6
7
          So -- and Waldo and -- we've had a great
8
    relationship with PACO in past years. Waldo
    knows many of the supervisors there, the people
9
    that have worked with us, so --
10
         ACTING CHAIRPERSON JETTER: I thought that
11
12
    was only --
          MR. SANGER: -- I think it's a natural fit
13
   in that --
14
15
          ACTING CHAIRPERSON JETTER: I thought that
16
    was only for Spanish?
17
          MR. SANGER: Spanish?
          MR. MORIN: Hmm?
18
          ACTING CHAIRPERSON JETTER: Yeah. PACO.
19
20
          MR. MORIN: What?
          MR. SANGER: No, no, no.
21
          COMMISSIONER DiNARDO: No, you're thinking
22
23
   of --
24
          MR. SANGER: No.
```

COMMISSIONER DiNARDO: -- it as being a

25

```
MR. MORIN: PACO is --
1
 2
          MR. SANGER: Yeah.
          COMMISSIONER DiNARDO: -- Hispanic
3
    organization.
4
          MR. SANGER: Yeah. Yeah.
5
6
          ACTING CHAIRPERSON JETTER: It's a
    Hispanic --
7
8
          Oh, okay.
          COMMISSIONER DiNARDO: That's what you're
9
10
    thinking.
11
          ACTING CHAIRPERSON JETTER: Yes.
12
          COMMISSIONER DiNARDO: That's what you're
13
    thinking --
          ACTING CHAIRPERSON JETTER: Yeah.
14
15
          MR. SANGER: Yeah, no.
16
          COMMISSIONER DiNARDO: You're --
          MR. MORIN: But it's --
17
          COMMISSIONER DiNARDO: -- but it's not.
18
          MR. MORIN: No, but it's --
19
20
          COMMISSIONER DiNARDO: I know -- I know
   it's not.
21
22
          MR. SANGER: What does it stand -- what
23
    does the acronym --
24
          MR. MORIN: PACO is called Puerto Rico
25
    Association Together.
```

```
COMMISSIONER DiNARDO: That's why she's --
 1
   that's why she's thinking that.
          ACTING CHAIRPERSON JETTER: Yeah, that's
 3
    why I asked.
          MR. MORIN: Puertorriquenos -- (Spanish was
 5
    spoken).
 6
 7
          It's a -- you know, that -- a Puerto Rican
 8
    Association, you know, to help the low income
    residents.
10
         MR. SANGER: Yeah. Um-hum.
          COMMISSIONER DiNARDO: Well, it started in
11
12
    downtown Jersey City.
          MR. MORIN: But -- Jorge, but it's open
13
    for --
14
15
          ACTING CHAIRPERSON JETTER: Yeah.
16
          MR. MORIN: -- to anybody that qualifies.
          COMMISSIONER DiNARDO: Which was primarily
17
    an area that had a number of --
18
          MR. MORIN: Yeah.
19
20
          COMMISSIONER DiNARDO: -- of -- like a big
    Puerto Rican community --
21
          MR. SANGER: I didn't even know that.
22
23
         COMMISSIONER DiNARDO: -- and that's where
24
   PACO started.
25
          MR. SANGER: I didn't even know that.
```

```
MR. MORIN: Puerto Rican Association for --
 1
          ACTING CHAIRPERSON JETTER:
 2
                                       Yeah.
          (Whereupon there were multiple speakers.)
 3
          ACTING CHAIRPERSON JETTER: I didn't either
 4
    but thank you.
5
          MR. SANGER: You get educated here.
 6
 7
          COMMISSIONER DiNARDO: Unfortunately I've
8
    been around a long time, I think, you know.
          ACTING CHAIRPERSON JETTER:
9
10
          COMMISSIONER DiNARDO: But -- yeah.
          So that's why you're thinking that.
11
12
          ACTING CHAIRPERSON JETTER:
                                       That's why I
13
    am.
          COMMISSIONER DiNARDO: Okay.
14
                                         So, --
15
          ACTING CHAIRPERSON JETTER: Yeah.
16
          COMMISSIONER DiNARDO: But they do a lot of
    good work.
17
          MR. MORIN: Yeah, a lot of work.
18
19
          COMMISSIONER DiNARDO: Lot of good work.
20
          MR. SANGER: So, we'll leave it at that.
    We could talk all night about it.
21
22
          MR. MORIN: Okay.
23
          MR. SANGER: But as we progress every month
    I'll give you an update as we're moving forward.
24
    But one thing I need, when people talk about --
25
```

```
oh, I don't want my income and whatever, --
 1
          COMMISSIONER DiNARDO: Um-hum.
          MR. SANGER: -- listen do this for us, --
 3
    we're not snoopervising (phonetic) (sic), I call
 4
    it snoopervising (sic). We're not coming in and
5
    snooping on them what their income, it's not
 6
    going to disrupt their residence at all, we're
 7
8
    not going to have them out or -- has nothing to
    do --
10
          What goes on in Veterans has nothing to do
    with income. It's not a HUD facility. It's not
11
12
    anything to do with income of that nature.
          ACTING CHAIRPERSON JETTER: Well, then why
13
    would they --
14
          MR. SANGER: So we don't want people to
15
16
    fear that, oh they're looking after my money.
    Maybe, oh, I got a big raise or I have -- my
17
    family member now has graduated college, they're
18
    working and now they're going to kick me out or
19
20
    something because we make too much money. Has
    nothing to do with that.
21
          MR. RODRIGUEZ: Right.
22
23
          MR. SANGER: All right?
          So people do not have to fear how much
24
   money they make.
25
```

```
1
          MR. RODRIGUEZ: Exactly.
          MR. SANGER: It has nothing to do with it.
 2
          They're still going to be residents there.
 3
    They're still going to be with us. Everything's
 4
    fine. We just have to come up --
5
          PACO's even told us if you come up with
 6
    about 50 percent we might be able to get it done
7
8
    for you.
          COMMISSIONER DiNARDO: Mmm.
9
10
          MR. SANGER: So, you know, --
          COMMISSIONER DiNARDO: It's all about --
11
12
          MR. SANGER: So, -- yeah.
          COMMISSIONER DiNARDO: -- qualifying.
13
    Right. Right.
14
15
          MR. SANGER: It's all about qualifying.
16
          COMMISSIONER DiNARDO: Yeah.
          MR. SANGER: Absolutely. Absolutely.
17
    Below the threshold.
18
          COMMISSIONER DiNARDO: Sounds great.
19
20
          MR. SANGER: Yeah. So, -- so, we --
          COMMISSIONER DiNARDO: Mr. Sanger, who --
21
          MR. SANGER: Um-hum.
22
23
          COMMISSIONER DiNARDO: -- are our
    architects and our engineers?
24
25
          MR. SANGER: Okay, our engineer is Ignacio
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```
(phonetic) -- our architect is Ignacio --
          What's Iggy's (phonetic) last name?
          Whatever. He is from Hoboken. I -- I'm
 3
    sorry I don't -- his last name off the top of my
    head. I'm sorry for that but --
5
          COMMISSIONER DiNARDO: Is it -- is he with
6
   a firm or --
7
8
          MR. SANGER: No, he's -- he's a -- he's a
9
    solo person.
10
          COMMISSIONER DiNARDO: Okay.
          MR. SANGER: You know he's on his own. And
11
12
    he -- we had asked him to come in to help us with
    a few -- a few items in different things on a --
13
    on a smaller basis and he's done very well. So,
14
15
    he's, you know, working with us.
16
          I'm sorry I don't have the last name.
          COMMISSIONER DiNARDO: Okay.
17
          MR. SANGER: But by the end of the night
18
    I'll -- I'll try to get inside and get his card
19
20
    and --
          See I forget it's a different name, put it
21
22
    that way.
23
          COMMISSIONER DiNARDO: Okay.
24
          MR. SANGER: It's different.
          COMMISSIONER DiNARDO: And our engineers?
25
```

```
1
          MR. SANGER: Yeah.
 2
          The engineers are people that will work
    under him with --
 3
          COMMISSIONER DiNARDO: Oh, I see.
 4
          MR. MORIN: Yeah.
 5
          MR. SANGER: -- within --
 6
 7
          Comes as an A&E kind of thing.
          COMMISSIONER DiNARDO: I see.
 8
          MR. SANGER: You know.
 9
10
          MR. MORIN: Yeah.
          MR. SANGER: And he'll sub it out and that
11
12
    kind of thing.
13
          COMMISSIONER DiNARDO: Okay.
          MR. SANGER: Yeah.
14
15
          So that's what --
16
          COMMISSIONER DiNARDO: So, Dottie, you got
    to -- you got to declare your income. You know
17
    that?
18
          ACTING CHAIRPERSON JETTER: Pardon me?
19
20
          COMMISSIONER DiNARDO: You got to declare
    your income.
21
          ACTING CHAIRPERSON JETTER: What do I care.
22
23
          MR. SANGER: Okay, now?
          Also, just to move along, a lot of things.
24
          So we're doing all those things and I -- I
25
```

```
want to be -- but I think this is important for
1
    you to hear; a lot of good things that are going
 3
    on --
          COMMISSIONER DiNARDO: Terrific.
 4
          MR. SANGER: -- and the things that have
 5
    happened the last three months, --
6
          COMMISSIONER MUNDORF: Um-hum.
 7
          MR. SANGER: -- you know, since the summer
8
    and -- the spring and the summer.
10
          AT&T is coming and antennas on the roof
    here. And we'll be getting from them about
11
12
    $2500.00 a month rent from them.
          MS. DiNARDO: Awesome.
13
          MR. SANGER: So we're getting income from
14
15
    the AT&T. We're getting income from the project
16
    on Cantello Street where they're building the new
    units there and they're using some of our
17
    property there. And we're getting income from
18
19
    the Union City Board of Education.
20
          So now, for the first time, this last year
    -- last 16 months or so, we now have revenue
21
22
    coming somewhere around 200 -- somewhere around
    $200,000.00 a year revenue coming from other
23
    sources to help us, of course, with things that
24
```

25

we want to do.

```
COMMISSIONER DiNARDO: Um-hum.
1
          ACTING CHAIRPERSON JETTER:
                                      That's not --
 2
          MR. SANGER: And a lot goes right back to
3
    the people.
4
          ACTING CHAIRPERSON JETTER: Excuse me?
5
6
          But that's not on Cantello Street. That's
7
    really on Peter.
8
          Right?
9
          MR. SANGER: Peter. Cantello.
10
         ACTING CHAIRPERSON JETTER: Well, what
11
    are --
12
          MR. SANGER: Right in between --
          ACTING CHAIRPERSON JETTER: -- they going
13
    to do in Cantello Street?
14
          MR. SANGER: Hmm?
15
16
          ACTING CHAIRPERSON JETTER: Putting fences
    up I hope.
17
18
          MR. SANGER: Um-hum. Well, you'll see,
    it's -- it's going to be nice there, Dottie. The
19
20
    guy does a very good job.
21
          MR. RODRIGUEZ: Yeah.
          ACTING CHAIRPERSON JETTER: And you get rid
22
23
   of --
24
          MR. SANGER: His reputation around --
25
          ACTING CHAIRPERSON JETTER: And you have to
```

```
1
   get --
          MR. SANGER: -- Union City for all of
   his --
3
          ACTING CHAIRPERSON JETTER: -- rid of
4
   people who don't clean.
5
          MR. SANGER: -- projects have been stellar.
 6
 7
          You know, everyone I hear say he's a --
          ACTING CHAIRPERSON JETTER: No, you --
8
9
          MR. SANGER: -- he's a great, you know, --
10
          ACTING CHAIRPERSON JETTER: -- you fix up a
    beautiful apartment --
11
12
          MR. SANGER: -- he's a great --
          ACTING CHAIRPERSON JETTER: -- and then --
13
          MR. SANGER: -- contractor, does good work.
14
15
          ACTING CHAIRPERSON JETTER: -- don't clean.
16
          MR. SANGER: So we're doing that there.
          ACTING CHAIRPERSON JETTER: And the dogs --
17
          MR. SANGER: We have a new Employee
18
    Handbook, which we've never had before here at
19
20
    the Authority. So that's been done. And Jorge
    and Waldo, you know, working closely to get that
21
22
    together.
          We had a partnership with the Union City
23
    Board of Education now. They started -- they
24
    started this week with the alternative ed program
25
```

- coming here for their physical education. And
  next month, in October, they're going to be
  coming and having a -- 60 students are coming as
  part of their special needs program using our
  facility in the back. And so we're very, you
- And a lot of what was back there, the
  facility, that was a little dormant for a while.

  Even though it's clean and nice and it's like a
  hidden secret in Union City, our Pavilion, it was
  never -- it was underused let's put it that way.
  And now we're going to get some -- little more of
  a maximum usage from it.
  - And so the kids of Union City will be able to benefit and at the same time we'll be getting income for the -- for the Authority that we could use for some of our other projects, things like that.
  - So, good -- good stuff.

know, happy with that.

We're also taking back the old Juvenile Aid office here on 39<sup>th</sup> Street. One of our buildings, the Juvenile -- the Union City Police Department Juvenile Aid Bureau had an office here. One of their mobile offices and one of their satellite offices were here for many years.

```
1
          ACTING CHAIRPERSON JETTER: Yeah.
          MR. SANGER: We're going to be taking that
 2
    office back and using that for storage and for
3
    just better efficiency for us as well.
          New boilers and air conditioners in our --
5
    in our Pavilion.
6
 7
          Tree trimming on the UCHA property. All
    around many of our properties. They did a great
8
    job of going around and trimming all our trees
    for safety and --
10
          With -- with all the cameras there were so
11
12
    many trees up and so many trees were overgrown,
    the cameras weren't able to see it.
13
          MR. RODRIGUEZ: That's right.
14
15
          MR. SANGER: You know, --
16
          MR. RODRIGUEZ: That's right.
          ACTING CHAIRPERSON JETTER: Yeah.
17
          MR. SANGER: -- many of the exterior --
18
          MR. RODRIGUEZ: Yeah.
19
20
          MR. SANGER: -- cameras were --
          MR. RODRIGUEZ: True.
21
22
          MR. SANGER: -- weren't doing a, you
23
    know, --
24
          MR. RODRIGUEZ: That's a good problem
    though.
25
```

1 MR. SANGER: So, --It's a good problem. We were able to do 2 all that, trim all those trees. 3 ACTING CHAIRPERSON JETTER: Even the street 4 light. 5 6 MR. SANGER: We've improved and fixed sidewalks at various sites. 7 We improved the fire alarm at 3700 at the 8 Senior Citizens. 10 We have our Summer Youth Program. We cooperated with that. 11 We have new hallway windows in AMPS II and 12 13 III. Stairwell painting in AMPS II and III. 14 We had the budget, year-end budget closing 15 16 June -- just last June, June 2017. Jorge working closely with Bala in getting that all together. 17 I'm very confident that budget's going to go 18 well, as far as our audit with that. 19 20 We've also had Administrative Office -- the new tiles and the painting here. That is going 21 to be in a couple weeks that we're going to be 22 23 doing. We had a REAC inspection prep for all of 24 our facilities. And REAC is the Real Estate 25

Assessment that we do. And they -- we get a 1 number of people come in as third parties and assess what we're doing with, you know, many --3 with a lot of Code items and safety items and just -- windows, sidewalks, railings, fences, 5 doors, fire alarms. You name it, they have it. 6 You know? And they are part of that. 7 So, so far we're very happy with some of 9 the preliminary --10 MR. RODRIGUEZ: Scores. MR. SANGER: -- scores that we've received. 11 12 Not official yet but some of the preliminary scores. We've gone up in one area, 13 we've -- in one of our sites. In one of our 14 15 areas we've gone up 15 points. Another area we 16 went up 12 points. So we're happy with that. And Waldo does a good job of repairing all 17 that with all our guys and getting that done. 18 We've upgraded and assessed the -- our 19 20 phone system for cost efficiency. Be surprised over the years different phones that were still 21 working; didn't need to be working. We were 22 getting charged for the phones. 23 So we did a whole assessment of the phone 24

system; different places, different offices,

25

different sites, different buildings. And we
were able then to make the cuts and the changes
and is allowing us, of course, to reduce the cost
of all those type things.

Full upgrade of our operational software.

And the other thing, too, working closely in conjunction with the City of Union City. This summer we had three outdoor barbeques for -- for our residents in three of our sites. And we worked closely -- you know, the Mayor has his going on too; we were all part of it.

And, basically, we were able to meet with all the residents and -- and it was really a good time. It was -- you know, we were pleasantly surprised the reactions; see people very happy. You know people were out there and a couple of nights were beautiful.

Was that one week in -- that one week in August where all the nights were just beautiful. It was like 70 degrees and --

MR. RODRIGUEZ: Yeah.

MR. SANGER: -- beautiful every night. It was just gorgeous.

And we were out at three different sites in one week and we were able to talk with people and

```
just, you know, improve relations with people.
    You talk with them, improve relations --
          COMMISSIONER MUNDORF: Um-hum.
 3
          MR. SANGER: -- and, you know, just be able
 4
    to put your hand out and say hi to people, you
5
    know. People enjoy that.
6
          A lot of the senior citizens loved it and a
7
8
    lot of the younger people as well.
9
          We had, you know, those -- some of those
10
    carnival --
          ACTING CHAIRPERSON JETTER: Type things.
11
12
          MR. SANGER: What do they call those
    things?
13
          ACTING CHAIRPERSON JETTER: Yeah.
14
15
          COMMISSIONER DiNARDO: The bouncy house.
16
          MR. SANGER: The bouncy -- that's it.
    Bouncy house.
17
          COMMISSIONER DiNARDO: The bouncy house.
18
19
          MR. SANGER: Bouncy house --
20
          MR. RODRIGUEZ: That's right. Yeah.
          MR. SANGER: -- and those kind of the
21
22
    things --
23
          ACTING CHAIRPERSON JETTER: Yeah.
24
          MR. SANGER: -- for the kids. We -- and,
    you know, we had hot -- hot dogs, hamburgers and
25
```

1 soda and, you know, and just had a good time.

2 You know try to lighten up and have a good 3 time with everybody. So -- so it was a nice

4 thing.

5 So these are the good things that have 6 happened over the last few months.

And also I've -- able to provide for you, if -- we've also -- be able to give you the New -- New Jersey Housing Authority Commissioners Handbook.

COMMISSIONER MUNDORF: Um-hum.

MR. SANGER: You ever want to look through this. See some things with, you know, -- you know, our responsibilities, our relationship working with, you know, the -- and something I enjoy very much and I'm very -- I thank you very much that we have a great working relationship as an Authority working with the Executive Director, working with our staff here. We've had a great relationship and we were able to see some good things.

And a lot of things that they talk about in this handbook we have.

COMMISSIONER DiNARDO: Um-hum.

MR. SANGER: And it's all about the

relationships to -- to have quality and to 1 provide quality. And we have those 2 relationships. So I'm proud of that. 3 And, yes, there's things we have to work 4 on. Sure. Certainly. But at the same time 5 there's a lot of things that we've improved upon. 6 7 So just some things for you to peruse 8 through. And I think -- I think that's about it from my end. 10 MR. PIZZILLO: We can open it to Public. MR. SANGER: Anybody. 11 12 Yeah, at this time you -- anybody here from the Commissioners or anyone have any comments? 13 Anything you'd like to say? 14 15 Any questions? 16 Any thoughts? 17 PUBLIC COMMENT: 18 19 20 MR. SANGER: If not, it's now time for the public. 21 And if there's anyone here from the public 22 who'd like to come before the Board, please state 23 your name and your address and --24 25 MS. BESHARA: Thank you.

```
1
          MR. SANGER: Thank you.
          MS. BESHARA: Hi. Toni Beshara, Veterans
 2
   Housing, 305 44.
3
          I have a couple of questions. Things were
4
    read here and some information was not completed
5
6
    as it was for others.
          For example, the Resolutions.
 7
          On Resolution 116, the Fire Sprinkler
8
    System Repair. You mentioned that it would --
10
    would not exceed the amount of the bid. It was
    in accordance with the bid. But you didn't give
11
12
    the amount.
13
          MR. SANGER: Um-hum.
          MS. BESHARA: May I have that?
14
15
          (Whereupon, there were multiple speakers.)
16
          MR. RODRIGUEZ: The cap? The cap?
          MR. MORIN: No, that's going -- that's
17
    going to be rebid.
18
19
          MR. SANGER: Was that the one that was
20
    rebid?
          MR. RODRIGUEZ: Rebid.
21
          MR. SANGER: We've got to rebid?
22
23
          MR. MORIN: That's the alarm?
24
          MR. RODRIGUEZ: That's a rebid probably.
25
    That's probably a rebid.
```

```
1
          Right?
          MR. SANGER: The alarm.
2
          MR. MORIN: The alarm one?
3
          MS. BESHARA: Yeah.
4
          MR. SANGER: What --
5
6
          MS. BESHARA: It was a Sprinkler System
7
    Repair, --
8
          MR. MORIN: Oh, no, sprinkler, --
          MS. BESHARA: -- the lowest bidder, --
9
10
          MR. MORIN: -- I got it.
          MS. BESHARA: -- fire prevention and --
11
12
          MR. SANGER: Which number was that, ma'am?
13
          MS. BESHARA: I believe --
          COMMISSIONER MUNDORF: Sixteen.
14
          MS. BESHARA: -- it was 116.
15
16
          MR. SANGER: No, I'll have that for you.
          MS. BESHARA: Because 115 you have the
17
18
    amount.
          There are a couple. If you could just keep
19
20
    your papers out, there are a couple that I would
    like the amounts for.
21
          MR. MORIN: One fifteen is the boiler.
22
23
          MS. BESHARA: Some were disclosed. Some
24
   were not.
25
          MR. SANGER: Here.
```

```
MR. MORIN: Fire Sprinkler's, 116.
1
          MS. BESHARA: One sixteen. And for the
 2
    period of what? One sixteen what? Thousand?
3
    Hundred? What is that?
          MR. PIZZILLO: No. No. He's --
5
6
          MS. BESHARA: The amount?
7
          MR. PIZZILLO: He was saying 116 the
   Resolution.
8
          MS. BESHARA: Oh, the Resolution.
9
10
          MR. MORIN: The Resolution number.
          MS. BESHARA: Right.
11
12
          MR. MORIN: That's the one for the
    sprinklers.
13
          MR. SANGER: I'm going to have that for
14
15
   you, Miss Beshara.
16
          MS. BESHARA: All right. I'll -- I'll be
   patient.
17
18
          (Whereupon, there was a pause in the
   proceedings.)
19
20
          MR. MORIN: The sprinkler?
          MS. BESHARA: Yeah.
21
22
          MR. MORIN: That's the sprinkler.
23
          MR. SANGER: Yeah, I see but I just wanted
   to see the amount.
24
          MR. RODRIGUEZ: It's on the bottom.
25
```

```
1
   -- I think it's --
2
          MR. SANGER: All right.
          MR. RODRIGUEZ: I would say, yeah.
3
          MR. SANGER: Which would be $3,150.00.
4
          MS. BESHARA: Per?
5
6
          MR. RODRIGUEZ: Year.
          MR. SANGER: Year.
7
8
          MR. PIZZILLO: Per year.
9
          MS. BESHARA: For the year.
10
          MR. PIZZILLO: Yes.
          MS. BESHARA: Okay the next one was 117.
11
12
          Again, it was for the Contract Fuel Oil
    Delivery, I believe; Petroleum Traders Inc.
13
          MR. SANGER: Well, that's -- that's an open
14
15
    thing. And obviously because you don't know what
16
    type of winter you're going to have, --
17
          MS. BESHARA: Right.
          MR. SANGER: -- if it's a -- if it --
18
          MS. BESHARA: But -- what --
19
20
          MR. SANGER: -- if it's a severe winter, --
          MS. BESHARA: -- is there a not to exceed
21
22
    amount?
23
          MR. SANGER: No, there's not. That's left
    wide open. But it's something we peruse and keep
24
    a close eye on --
25
```

```
1
          MS. BESHARA: Okay.
          MR. SANGER: -- for obvious reasons. But
    we never put a bid -- you know, a cap on that
3
    because --
          MS. BESHARA: No cap.
5
6
          MR. SANGER: -- if you have a severe winter
7
    where, you know, extra heat -- heat is --
          MS. BESHARA: Okay.
          MR. SANGER: -- needed and what's needed.
9
    So, you know, you allow for that.
10
          MS. BESHARA: All right.
11
12
          Then I believe it's 121, the Compactor
    Machine Maintenance. Again, it's in accordance
13
    with the bid and the specs but I did not hear you
14
15
    give an amount.
16
          Metropolitan Compactor I believe it is --
    was the lowest bidder.
17
18
          MR. MORIN: One twenty-one.
          ENER-G-Rudox. ENER-G-Rudox.
19
20
          MR. SANGER: Yeah, twenty -- that would be
    $2,400.00 for three visits.
21
          I thought I mentioned that?
22
23
          No?
24
          MS. BESHARA: No. Not the amount.
25
          MR. SANGER: Oh, okay.
```

```
1
          MS. BESHARA: The compactor machine --
          MR. SANGER: Okay. Okay.
2
          MS. BESHARA: -- was the lowest --
 3
          MR. SANGER: Two thousand four hundred
 4
    dollars for three visits, which, you know, to
5
    provide service for that.
6
          MS. BESHARA: Two thousand four hundred
7
    dollars for three visits.
8
          MR. SANGER: Yes.
9
10
          MS. BESHARA: Okay.
          Then you have 124.
11
12
          Emergency -- it's for TSUJ Corporation, I
    believe for the Emergency --
13
          MR. MORIN: Electrical.
14
15
          MS. BESHARA: -- Electrical Repair.
16
          You didn't give the bid amount.
          You gave in accordance with the bid and the
17
    specs, not to exceed that amount; but you didn't
18
19
    give the amount.
20
          MR. SANGER: What was that, Waldo?
          MR. MORIN: KC Electrical?
21
          MS. BESHARA: No, you didn't --
22
23
          MR. RODRIGUEZ: No, TSUJ.
          MS. BESHARA: -- you didn't give the
24
    number.
25
```

```
1
          MR. RODRIGUEZ: TSUJ.
2
          (Whereupon, there was a pause in the
    proceedings.)
3
          MR. SANGER: Who's got the --
4
          MS. BESHARA: T--
5
6
          MR. SANGER: -- fire alarm?
          MR. PIZZILLO: No, it's the --
7
          MS. BESHARA: No.
8
          MR. PIZZILLO: -- Emergency Electrical.
9
10
          MS. BESHARA: It was the TSUJ. The
    Emergency Electrical --
11
12
          MR. PIZZILLO: Repair.
13
          MS. BESHARA: -- Repair, --
          MR. PIZZILLO: Resolution 124.
14
          MS. BESHARA: -- 124.
15
16
          MR. MORIN: One twenty-four?
          MS. BESHARA: Resolution 124.
17
          MR. MORIN: TS-- TSUJ?
18
          MR. PIZZILLO: Um-hum.
19
20
          MS. BESHARA: Um-hum.
21
          MR. MORIN: Right here, Mr. Sanger.
          MR. SANGER: TSUJ, 2,572.
22
23
          MS. BESHARA: And that is for the period
24
    of?
       Increment --
25
          MR. SANGER: For the --
```

```
1
          MR. MORIN: No, --
          MR. SANGER: Right here.
2
          MR. MORIN: This one -- this one --
3
          MS. BESHARA: So is it annual? Is it
4
   monthly? Is it --
5
          MR. MORIN: Total parts; 214.90.
6
7
          MR. SANGER: Yeah but she's talking about
   the total amount.
8
9
          MS. BESHARA: No, what was the bid for?
          Because you didn't give the amount for the
10
   bid.
11
12
          MR. MORIN: What do you mean?
          MS. BESHARA: Well, TSUJ Corporation, it
13
    was in accordance with the bid and the specs, not
14
   to exceed the bid amount of that contract but you
15
16
    didn't give the amount.
          MR. SANGER: That's what I'm saying -- two
17
    thousand --
18
          MR. MORIN: No, no, that's --
19
20
          MR. SANGER: -- 2,572.
          MS. BESHARA: Okay, so for the year?
21
          MR. SANGER: Yes. Yes.
22
          MS. BESHARA: For the year.
23
24
          MR. SANGER: Yes.
25
          MS. BESHARA: Thank you.
```

```
Let me see if I have another question.
 1
          Yeah, I do have a question. You mentioned
 2
    that Mr. Natera is gone? Is it okay if you
3
    divulge why he is gone? Because he seemed --
 4
          MR. SANGER: Mr. -- Mr. Natera had chose --
5
    had chosen to -- to leave the Housing Authority.
6
7
    Just recently had submitted his papers for
8
    retirement.
          MS. BESHARA: Retirement?
          MR. SANGER: And we -- and we wish him --
10
    we wish him the best.
11
12
          MS. BESHARA: That's great.
          And when you selected, you mentioned
13
    Jorge, --
14
15
          MR. SANGER: Um-hum.
16
          MS. BESHARA: I don't know Jorge's last
17
    name.
18
          MR. RODRIGUEZ: Rodriguez.
          MR. SANGER: Rodriguez.
19
20
          MS. BESHARA: Jorge Rodriguez.
          How was he selected? Isn't that supposed
21
    to be done by a vote with the public?
22
23
          MR. SANGER: No. First -- first of all
    Jorge Rodriguez has been with us at the Authority
24
    for over a year prior.
25
```

```
1
          MS. BESHARA: Um-hum.
          MR. SANGER: And he has been work-- he's --
 2
    he is a -- an accountant who is a college
 3
    graduate accountant with experience in accounting
 4
    in area. And he has come to us to work and that
 5
    helped us tremendously and putting in more of a
 6
 7
    -- improving our systems, improving our
 8
    efficiency --
          MS. BESHARA: And he worked --
 9
          MR. SANGER: -- and worked toward --
10
          MS. BESHARA: -- with Mr. Natera?
11
12
          MR. SANGER: He worked with Mr. Natera on
    many -- on many projects here for improvements.
13
          And Mr. -- Mr. Natera had made a decision
14
15
    to -- to move on with his life and we wish him
16
    the best.
          And Jorge was a natural person to come and
17
    fit in --
18
19
          MS. BESHARA: Natural person.
20
          MR. SANGER: -- fit into that.
          Yes. Um-hum.
21
22
          MS. BESHARA: Okay.
23
          Let me just see if I have another --
          Here. All right.
24
          You mentioned the PACO threshold.
25
```

```
mentioned it was 66 percent. You might --
1
          MR. SANGER: Um-hum.
2
          MS. BESHARA: -- they might be willing
3
4
    to --
          MR. SANGER: Um-hum.
5
6
          MS. BESHARA: -- come down to --
          MR. SANGER: Um-hum.
 7
          MS. BESHARA: -- 50 percent.
8
          What is that threshold?
9
          MR. SANGER: Well, that's exactly what
10
    they're going to be sending us.
11
12
          When I said that, they're going to be
    sending it to us and they'll let us know what the
13
    threshold --
14
15
          MS. BESHARA: The specific amount.
16
          MR. SANGER: Exactly. Exactly
          MS. BESHARA: Okay.
17
          MR. SANGER: Because, obviously, the best
18
19
    thing to do would -- when we send letters to all
20
    of our people in the Veterans' homes and when we
    send out to them the -- for them to report back
21
    to us what the -- their income was, that we
22
    should be using the thresholds and the items for
23
    PACO because they're going to be the people
24
    providing the funds.
25
```

```
So, it's a natural -- natural way to do it.
1
2
          MS. BESHARA: Okay.
          Thank you.
3
          Let me see.
4
          I think that's it. The other questions I
5
    have are so small, they're not even --
6
7
          You've answered my questions.
8
          Thank you.
9
          MR. SANGER: Okay, you're welcome.
10
          COMMISSIONER MUNDORF: Thank you.
          MR. SANGER: Okay, that's it.
11
12
13
    ADJOURNMENT:
14
15
          MR. SANGER: Motion to adjourn?
16
          That's what I need.
17
          MR. MORIN: Motion to adjourn.
          MR. SANGER: Motion by Miss Mundorf.
18
          COMMISSIONER MUNDORF: Mundorf.
19
20
          MR. SANGER: Second?
          Second motion by Miss Jetter.
21
          And we need a roll call.
22
23
          Right?
24
          MR. PIZZILLO: Yes.
25
          MR. SANGER: We need a roll call for that.
```

1	MR. SANGER: Miss Jetter?
2	ACTING CHAIRPERSON JETTER: Yes.
3	MR. SANGER: Miss DiNardo?
4	COMMISSIONER DiNARDO: Yes.
5	MR. SANGER: Mr. Gonzalez?
6	COMMISSIONER GONZALEZ: Yes.
7	MR. SANGER: Miss Mundorf?
8	COMMISSIONER MUNDORF: Yes.
9	MR. SANGER: Mr. Pedraza?
10	COMMISSIONER PEDRAZA: Yes.
11	MR. SANGER: Thank you.
12	Okay, five yes.
13	Thank you very much.
14	COMMISSIONER MUNDORF: Thank you.
15	
16	(Whereupon, the proceedings were concluded
17	at 6:00 p.m.)
18	
19	
20	
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22	
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24	
25	

1	STATE OF NEW JERSEY:
2	:
3	COUNTY OF ESSEX :
4	
5	I, KAREN A. MARINO, assigned transcriber,
6	do hereby affirm that the foregoing is a true and
7	accurate transcript in the matter of the REGULAR
8	MEETING of the CITY OF UNION CITY HOUSING
9	AUTHORITY, heard on Thursday, September 21, 2017
10	and digitally recorded.
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25	Monitored and Proofread by: Deborah Dillon