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TOWN OF HARRISON  
HOUSING AUTHORITY

MEETING OF THE TOWN OF : TRANSCRIPT  
HARRISON HOUSING AUTHORITY : OF PROCEEDINGS

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O P E N S E S S I O N

Wednesday, April 17, 2024, 6:00 p.m.  
Harrison Gardens, Bldg. #1  
788 Harrison Avenue  
Harrison, New Jersey 07029

PRESENT:

- JAMES P. DORAN, Ed.D, CHAIRMAN
- ARTHUR PETTIGREW, VICE CHAIRMAN
- DANIEL CHOFFO, COMMISSIONER
- DAWN KINSELLA, COMMISSIONER
- BRUNILDA MUSTILLI, COMMISSIONER
- FREDERICK CONFESSORE, COMMISSIONER
- RICHARD MILLER, COMMISSIONER

ALSO PRESENT:

- RAYMOND LUCAS, Executive Director
- JOSEPH MANFREDI, ESQ. Board Attorney
- MAUREEN GILMORE, Authority Staff
- DOREEN COUCH, Authority Staff
- GENE GILMORE, Maintenance Supervisor
- JOAN MICHAELSON, Authority Staff
- JOANNE ROMANO, Authority Staff

MEMBERS OF THE PUBLIC

TRANSCRIBED BY AND BEFORE: SUSAN M. STYRON,  
C.S.R., R.P.R., AND NOTARY PUBLIC OF THE STATE  
OF NEW JERSEY License No. XI 01704

1 THE CHAIRMAN: I hereby declare this  
2 meeting to order and state that this is a meeting  
3 of the Harrison Housing Authority of the Town of  
4 Harrison scheduled for April 17, 2023. This  
5 meeting is a regularly scheduled meeting, and  
6 proper public notice of time, date, location,  
7 purpose and agenda have been posted in compliance  
8 with the Sunshine Law.

9 I would ask you to please join me in  
10 salute to the flag.

11 (Pledge of Allegiance.)

12 THE CHAIRMAN: Clerk, please call the  
13 roll.

14 MS. GILMORE: Commissioner Choffo.

15 COMMISSIONER CHOFFO: Here.

16 MS. GILMORE: Commissioner Confessore.

17 COMMISSIONER CONFESSORE: Here.

18 MS. GILMORE: Commissioner Kinsella.

19 COMMISSIONER KINSELLA: Here.

20 MS. GILMORE: Commissioner Miller.

21 COMMISSIONER MILLER: Present.

22 MS. GILMORE: Commissioner Mustilli.

23 COMMISSIONER MUSTILLI: Present.

24 MS. GILMORE: Commissioner Pettigrew.

25 COMMISSIONER PETTIGREW: Here.

1 MS. GILMORE: Dr. Doran.

2 THE CHAIRMAN: Present.

3 Do we have a motion, can I have a  
4 motion to approve the minutes of March 6, 2024  
5 meeting?

6 COMMISSIONER PETTIGREW: Motion.

7 COMMISSIONER MUSTILLI: Second.

8 THE CHAIRMAN: Motion by Pettigrew,  
9 second by Mustilli.

10 Clerk, call the roll.

11 MS. GILMORE: Commissioner Choffo.

12 COMMISSIONER CHOFFO: I vote aye.

13 MS. GILMORE: Commissioner Confessore.

14 COMMISSIONER CONFESSORE: Aye.

15 MS. GILMORE: Commissioner Kinsella.

16 COMMISSIONER KINSELLA: Aye.

17 MS. GILMORE: Commissioner Miller.

18 COMMISSIONER MILLER: Aye.

19 MS. GILMORE: Commissioner Mustilli.

20 COMMISSIONER MUSTILLI: Aye.

21 MS. GILMORE: Commissioner Pettigrew.

22 COMMISSIONER PETTIGREW: Aye.

23 MS. GILMORE: Dr. Doran.

24 THE CHAIRMAN: Aye.

25 Any questions on the bills?

1           Okay. A motion to approve all the  
2 bills.

3           COMMISSIONER PETTIGREW: Motion.

4           COMMISSIONER CONFESSORE: Second.

5           THE CHAIRMAN: Motion by Pettigrew,  
6 second by Confessore.

7           Clerk, call the roll.

8           MS. GILMORE: Commissioner Choffo.

9           COMMISSIONER CHOFFO: Aye.

10          MS. GILMORE: Commissioner Confessore.

11          COMMISSIONER CONFESSORE: Yes.

12          MS. GILMORE: Commissioner Kinsella.

13          COMMISSIONER KINSELLA: Aye.

14          MS. GILMORE: Commissioner Miller.

15          COMMISSIONER MILLER: Aye.

16          MS. GILMORE: Commissioner Mustilli.

17          COMMISSIONER MUSTILLI: Aye.

18          MS. GILMORE: Commissioner Pettigrew.

19          COMMISSIONER PETTIGREW: Aye.

20          MS. GILMORE: Dr. Doran.

21          THE CHAIRMAN: Aye.

22          Any communications, Maureen?

23          MS. GILMORE: None.

24          THE CHAIRMAN: No one has written to us  
25 at all this month? Horrible.

1           Okay. Ray, any report, Ray?

2           DIRECTOR LUCAS: Yes. So just to add  
3 to the LAN, we got the boiler bid done yesterday.  
4 We added a little extra protection on there; we  
5 added Alex Lee, who is a mechanical engineer, on  
6 top of Chris and Gene, who did a masterful job of  
7 pricing this out.

8           We had two bids yesterday. One was  
9 disqualified, because when you go anything over  
10 400,000 the bid bond has to be 5 percent. They  
11 gave us a 10 percent bond, they were canceled.  
12 They were the highest number, which was at 2.1,  
13 Gene; am I correct?

14           The next bid, this is what, we got the  
15 letter from HUD. LAN recommends awarding the  
16 contract to Liberty Mechanical Creditors for the  
17 base bid, and add alternate of 90C (sic) in the  
18 amount 1.378750. So it was under budget, still.

19           And we had a third bidder who was late,  
20 so we had to disqualify the bidder. But to  
21 everybody's dismay, it 1.08 million. So if they  
22 would have made it here on time, we would have  
23 been really under budget. So that's that. Does  
24 anybody have any questions about it?

25           COMMISSIONER MILLER: This was for

1 what, again?

2 DIRECTOR LUCAS: The boilers. We're  
3 doing from the rooter to the tooter.

4 COMMISSIONER MILLER: They were put in  
5 by the emergency repair?

6 DIRECTOR LUCAS: Yes. Further on that,  
7 Richard, the boilers that we have are compatible.  
8 So anything that we upgraded or fixed on the  
9 boilers can be transferred over for a deduction  
10 of the cost as well. So I just want to make that  
11 clear. But other than that, if there's any other  
12 questions.

13 COMMISSIONER MUSTILLI: And that's for  
14 both sides?

15 DIRECTOR LUCAS: No, just Harrison  
16 Gardens. The boilers over there we did already.

17 COMMISSIONER MUSTILLI: Oh, okay.

18 THE CHAIRMAN: Well, after that heated  
19 discussed on the boilers...

20 DIRECTOR LUCAS: That's all I got.  
21 Everything else is done.

22 THE CHAIRMAN: Anything else?

23 DIRECTOR LUCAS: Well, Mr. Acevedo  
24 wanted to come. Nick, if you want to stand up.

25 MR. ACEVEDO: Hi, folks, I'm Nick

1 Acevedo.

2 THE CHAIRMAN: Oh, our new employee.

3 MR. ACEVEDO: Yes. And thank you for  
4 the opportunity.

5 THE CHAIRMAN: Welcome aboard.

6 MR. ACEVEDO: Thank you.

7 THE CHAIRMAN: How's he doing?

8 DIRECTOR LUCAS: He's doing good, doing  
9 good. We've got DHA Web coming in to train him  
10 up, so he'll be ready to rock and roll very  
11 shortly. Other than that, he's been trying to  
12 read up and get a hold on everything. The  
13 classes for him that you asked me to get, Maureen  
14 is in the process of setting that up. So as soon  
15 as we know, you guys will know.

16 THE CHAIRMAN: All right, great. Good  
17 luck.

18 MR. ACEVEDO: It's been all great so  
19 far.

20 THE CHAIRMAN: And then we also have a  
21 new maintenance person, Karl Almeida. That was  
22 the one we gave you permission to hire.

23 MS. GILMORE: Yes.

24 DIRECTOR LUCAS: He started Monday.

25 THE CHAIRMAN: How is he working out?

1 MR. GILMORE: Actually, very well.  
2 He's only been here a week, but I'm more  
3 impressed with him than what his résumé was.

4 THE CHAIRMAN: That's good to hear.  
5 It's always good when people stand up better than  
6 their résumé and what you think. Great.

7 COMMISSIONER PETTIGREW: Are we looking  
8 to hire a female next, by any chance? I'm just  
9 asking.

10 THE CHAIRMAN: It might be a good idea.  
11 We can take that into consideration.

12 MS. GILMORE: If they apply.

13 COMMISSIONER PETTIGREW: We can put it  
14 out there.

15 MS. GILMORE: We did. For our  
16 maintenance we don't say male or female, you  
17 know.

18 THE CHAIRMAN: I don't think we've  
19 actually had any, I don't remember any  
20 applications of females applying for maintenance.  
21 But there's probably some things we can do to  
22 make that more, how should I say, advertised, I  
23 guess, I don't know.

24 DIRECTOR LUCAS: Sure.

25 THE CHAIRMAN: All right. Point taken,



1 Artie. Thank you.

2 COMMISSIONER PETTIGREW: Just asking.

3 THE CHAIRMAN: Now, would you want this  
4 water dolphin to be female?

5 COMMISSIONER PETTIGREW: The dolphin?

6 No.

7 DIRECTOR LUCAS: Oh, Artie, I will have  
8 the numbers by Friday, hopefully tomorrow.

9 COMMISSIONER PETTIGREW: From LAN?

10 DIRECTOR LUCAS: Yeah, from LAN,  
11 hopefully tomorrow. But if I have them, I'll  
12 send them out to all the Commissioners what it  
13 would cost. Artie and LAN and Gene walked both  
14 properties. We're trying to get some numbers  
15 together just to present to the Board. So as  
16 soon as I have those numbers, they will go out in  
17 an email immediately.

18 THE CHAIRMAN: Good. Just a question  
19 on the income limits.

20 MS. GILMORE: They're by HUD.

21 THE CHAIRMAN: I know. I just wanted  
22 to at least acknowledge them and have some  
23 discussion on them. I know who sets them.

24 Okay. So the revised limit. Are they  
25 up from last year? I think they went up a little

1 bit.

2 MS. GILMORE: Yes.

3 THE CHAIRMAN: Which is, I mean, even  
4 that, the income levels, they're extremely low.  
5 But the revised limits are, for 30 percent at  
6 median income 28,000; very low income, 46,000;  
7 and low income 74.9. And that's for one person.

8 DIRECTOR LUCAS: Correct.

9 THE CHAIRMAN: For a two person it  
10 would be, 30 percent median income would be  
11 32,150; very low income would be 53,550; and low  
12 income would be 85.6. So if you have a couple  
13 making 85.6 they still qualify.

14 DIRECTOR LUCAS: Yes, sir.

15 THE CHAIRMAN: That's good that they  
16 raised it. I'm not going to read them all to  
17 you, but just to acknowledge that they have gone  
18 up. So as far as, initially a family of six  
19 would be, low income would be 124,000, and 30  
20 percent would be 46.6. Interesting numbers. I  
21 don't know if you have those numbers in your  
22 packets. It's interesting to see that the  
23 government is at least acknowledging that. Still  
24 minimum wage types of jobs.

25 DIRECTOR LUCAS: Yeah.

1 THE CHAIRMAN: Okay. Maintenance  
2 report. I know we talked about the boilers.  
3 Anything else? Questions, discussion, Gene?

4 MR. GILMORE: Just that we're still in  
5 the procedure of installing all the smoke alarms  
6 in the bedrooms. We just started Building 4.  
7 Like I said, the boiler, we had that meeting  
8 yesterday. But otherwise everything is moving  
9 along. We got the new employees, thank you very  
10 much. It definitely helps out.

11 THE CHAIRMAN: A follow-up question on  
12 the GFI switches in the kitchen. Are we still  
13 going with that; what are they requiring?

14 MR. GILMORE: What we found out from  
15 our inspection company -- you're talking about  
16 the ones for the refrigerator?

17 THE CHAIRMAN: Yes, the refrigerator  
18 ones.

19 MR. GILMORE: We no longer are putting  
20 GFIs in. The directive, that was cleared up from  
21 HUD, are that it has to be a dedicated  
22 receptacle. So tenants are losing one  
23 receptacle, because it's a double receptacle.  
24 And as long as we put one in, we're good.

25 COMMISSIONER MILLER: They're not being

1 put in behind the refrigerator, though?

2 MR. GILMORE: Yes.

3 COMMISSIONER MILLER: So we are  
4 continuing with putting --

5 MR. GILMORE: No, it's not a GFI. It's  
6 a single receptacle.

7 THE CHAIRMAN: Which are there already.

8 MR. GILMORE: Well, there's two there,  
9 it's a double.

10 THE CHAIRMAN: Right. The outlet is  
11 there already. We're not moving the outlets or  
12 anything like that.

13 MR. GILMORE: No, right.

14 COMMISSIONER MILLER: A duplex with a  
15 single?

16 MR. GILMORE: It's a duplex. Some of  
17 them have four, two duplexes. If that's the  
18 case, we leave the single. If it's a double, we  
19 change it to a single. If it's only one double,  
20 we will just, they'll lose one plug and it will  
21 just have the single.

22 THE CHAIRMAN: So you can't plug the  
23 toaster in with the refrigerator.

24 COMMISSIONER KINSELLA: Or the  
25 microwave.

1 MR. GILMORE: Right. And also, that is  
2 also being done because we're doing the  
3 inspections, repairs that we were inspected last  
4 year. We're also doing the inspection repairs  
5 while we're doing the smoke alarms and changing  
6 everything out and putting them in. So we just  
7 started Building 4.

8 THE CHAIRMAN: Good, I'm glad that  
9 works out. And thanks for following up with  
10 that, because I think all of us had a sense of,  
11 like, What do you do if your GFI blows by mistake  
12 and everything in your refrigerator goes bad. So  
13 we had a lot of discussion about that.

14 MR. GILMORE: Yes.

15 THE CHAIRMAN: Okay. Thank you, Gene.  
16 Motion to approve the management report  
17 and the maintenance report. We'll do a vote on  
18 both.

19 COMMISSIONER PETTIGREW: Motion.

20 COMMISSIONER KINSELLA: Second.

21 THE CHAIRMAN: Motion by Pettigrew,  
22 second by Kinsella.

23 Clerk, call the roll.

24 MS. GILMORE: Commissioner Choffo.

25 COMMISSIONER CHOFFO: I vote aye.

1 MS. GILMORE: Commissioner Confessore.

2 COMMISSIONER CONFESSORE: Yes.

3 MS. GILMORE: Commissioner Kinsella.

4 COMMISSIONER KINSELLA: Aye.

5 MS. GILMORE: Commissioner Miller.

6 COMMISSIONER MILLER: Aye.

7 MS. GILMORE: Commissioner Mustilli.

8 COMMISSIONER MUSTILLI: Aye.

9 MS. GILMORE: Commissioner Pettigrew.

10 COMMISSIONER PETTIGREW: Okay.

11 MS. GILMORE: Dr. Doran.

12 THE CHAIRMAN: Yes.

13 Other than me, any old business? No?

14 Any new business, other than what's in your  
15 resolutions?

16 Okay. I'm going to ask for a motion to  
17 approve Resolution No. 1618 ratifying the hiring  
18 of Karl A. Almeida; Motion No. 1639 adopting  
19 revised income limits; Resolution 1640 adopting  
20 the 2024 DCA budget; Resolution 1641 awarding  
21 contract for replacement boilers; Resolution 1642  
22 approving salary increase, we'll talk about that  
23 in a second; and Resolution 1643 condolences for  
24 Kenneth Atkinson.

25 DIRECTOR LUCAS: For those of you that

1 don't know Kenneth Atkinson, he was a liaison for  
2 Harrison Housing Authority for over 27 years. He  
3 was mine for the first four. We went to the  
4 wake, me and Maureen went to the wake and paid  
5 our respects.

6 THE CHAIRMAN: Was he elderly? He  
7 never struck me as an elder person.

8 MS. GILMORE: No, unexpected. Such a  
9 shame.

10 DIRECTOR LUCAS: It was a shock. Just  
11 retired.

12 THE CHAIRMAN: The personnel committee  
13 met, we had discussions. We are agreeing on the  
14 3.5 salary increase across the board for the  
15 Authority. And there's one name on there, on  
16 your new resolution, for a merit increase. That  
17 would be Mr. Brown, who's doing a very good job,  
18 and he just happens to be here.

19 Okay. Can I have a motion to approve  
20 those resolutions?

21 COMMISSIONER MUSTILLI: Motion.

22 COMMISSIONER PETTIGREW: Motion.

23 THE CHAIRMAN: Motion by Mustilli and  
24 second by Pettigrew.

25 Clerk, call the roll.

1 MS. GILMORE: Commissioner Choffo.

2 COMMISSIONER CHOFFO: Aye.

3 MS. GILMORE: Commissioner Confessore.

4 COMMISSIONER CONFESSORE: I have to  
5 abstain from 1642. But I vote aye on the rest.

6 MS. GILMORE: Okay.

7 Commissioner Kinsella.

8 COMMISSIONER KINSELLA: Aye.

9 MS. GILMORE: Commissioner Miller.

10 COMMISSIONER MILLER: Aye.

11 MS. GILMORE: Commissioner Mustilli.

12 COMMISSIONER MUSTILLI: Aye.

13 MS. GILMORE: Commissioner Pettigrew.

14 COMMISSIONER PETTIGREW: Aye.

15 MS. GILMORE: Dr. Doran.

16 THE CHAIRMAN: Okay. We don't have any  
17 business in closed session. Is there anyone from  
18 the public who wishes to be heard?

19 A VOICE: I would just like to say  
20 thank you to everybody here. I appreciate it.

21 THE CHAIRMAN: Okay, good. Anyone  
22 else?

23 Motion to adjourn.

24 COMMISSIONER PETTIGREW: Motion.

25 COMMISSIONER KINSELLA: Second.



1 THE CHAIRMAN: Motion made by  
2 Pettigrew, second by Kinsella.

3 All those in favor, aye.

4 (All ayes.)

5 THE CHAIRMAN: Any opposed? No? Good.

6 Have a great month everybody.

7

8 (Whereupon the proceedings concluded at 6:10

9 p.m.)

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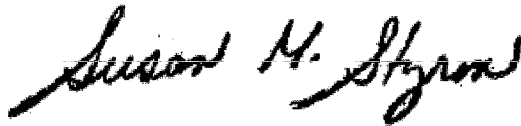
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CERTIFICATE

I, SUSAN M. STYRON, Notary Public,  
R.P.R., C.S.R., of the State of New Jersey,  
License No. XIO1704, do hereby certify that the  
foregoing is a true and accurate transcript of  
the proceedings as taken stenographically by and  
before me at the time, place and on the date  
hereinbefore set forth.

I DO FURTHER CERTIFY that I am neither  
a relative nor employee nor attorney nor counsel  
of any of the parties to this action, and that I  
am neither a relative nor employee of such  
attorney or counsel, and that I am not  
financially interested in the action.



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Notary Public of the State of New Jersey

My Certificate expires June 30, 2024

Dated: April 29, 2024