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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, July 31, 2024, 6 p.m.
Harrison Gardens, Bldg. #1
788 Harrison Avenue
Harrison, New Jersey 07029

PRESENT:

- JAMES P. DORAN, Ed.D, CHAIRMAN
- DANIEL CHOFFO, COMMISSIONER
- DAWN KINSELLA, COMMISSIONER
- BRUNILDA MUSTILLI, COMMISSIONER
- FREDERICK CONFESSORE, COMMISSIONER

EXCUSED: RICHARD MILLER, COMMISSIONER

- ARTHUR PETTIGREW, VICE CHAIRMAN

ALSO PRESENT:

- RAYMOND LUCAS, Executive Director
- JOSEPH MANFREDI, ESQ. Board Attorney
- MAUREEN GILMORE, Authority Staff
- GENE GILMORE, Maintenance Supervisor
- 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 being a special meeting of the Harrison
3 Housing Authority of the Town of Harrison
4 scheduled for July 31, 2024. This meeting is a
5 regularly scheduled meeting, and proper public
6 notice of time, date, location, purpose and
7 agenda have been posted in compliance with the
8 Sunshine Law.

9 I ask you all to please stand and
10 salute 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 Kinsella.

17 COMMISSIONER KINSELLA: Here.

18 MS. GILMORE: Commissioner Miller,
19 absent.

20 Commissioner Mustilli.

21 COMMISSIONER MUSTILLI: Here.

22 MS. GILMORE: Commissioner Pettigrew,
23 absent.

24 Dr. Doran.

25 THE CHAIRMAN: Here.

1 Motion to approve the minutes of the
2 June 5th meeting.

3 COMMISSIONER KINSELLA: Motion.

4 COMMISSIONER MUSTILLI: Second.

5 THE CHAIRMAN: Motion by Mustilli,
6 second by Kinsella.

7 Clerk, call the roll.

8 MS. GILMORE: Commissioner Choffo.

9 COMMISSIONER CHOFFO: Aye.

10 MS. GILMORE: Commissioner Confessore.

11 COMMISSIONER CONFESSORE: Aye.

12 MS. GILMORE: Commissioner Kinsella.

13 COMMISSIONER KINSELLA: Aye.

14 MS. GILMORE: Commissioner Mustilli.

15 COMMISSIONER MUSTILLI: Aye.

16 MS. GILMORE: Dr. Doran.

17 THE CHAIRMAN: Aye.

18 Can I have a motion to approve the
19 bills?

20 COMMISSIONER KINSELLA: Motion.

21 THE CHAIRMAN: And this would be for
22 July and August?

23 MS. GILMORE: I think she just had
24 July. July, we don't have August yet.

25 THE CHAIRMAN: We're not having a

1 meeting in August?

2 MS. GILMORE: No.

3 DIRECTOR LUCAS: We'll do them in
4 September.

5 THE CHAIRMAN: So we'll approve
6 August's bills then at September's meeting, okay.

7 So motion to approve the bills.

8 COMMISSIONER CONFESSORE: Motion.

9 COMMISSIONER CHOFFO: Second.

10 THE CHAIRMAN: Motion by Commissioner
11 Confessore, second by Choffo.

12 Clerk, call the roll.

13 MS. GILMORE: Commissioner Choffo.

14 COMMISSIONER CHOFFO: Aye.

15 MS. GILMORE: Commissioner Confessore.

16 COMMISSIONER CONFESSORE: Aye.

17 MS. GILMORE: Commissioner Kinsella.

18 COMMISSIONER KINSELLA: Aye.

19 MS. GILMORE: Commissioner Mustilli.

20 COMMISSIONER MUSTILLI: Aye.

21 MS. GILMORE: Dr. Doran.

22 THE CHAIRMAN: Aye.

23 DIRECTOR LUCAS: Mo, you want to read
24 that letter from Joanie?

25 MS. GILMORE: First we have,

1 "Congratulations on your high performance
2 designation. Thank you and your team for your
3 continuous hard work and efforts."

4 THE CHAIRMAN: I want to talk about
5 that for a second. Just for the record, and to
6 make sure it's in the record, that for those of
7 us that took all the coursework and understand
8 what it takes to get a high scoring PHADA score,
9 or PHAS, you know, there's a lot that goes into
10 that. And that's really just a surface level of
11 evaluation, but it really does go deep because
12 all of your T's have to be crossed and your I's
13 have to be dotted. And congratulations to our
14 Executive and staff, and across the board to say
15 to all of you a very good job, we salute your
16 good work, and we say keep it up, and thank you
17 for making our Housing Authority achieve such a
18 great score. So I want to just say thank you to
19 everybody on that.

20 (Applause.)

21 MS. GILMORE: We have a letter here
22 from Joan Michaelson. "Through this letter I
23 want to inform you about my retirement from my
24 position as Director of Administration of the
25 Harrison Housing Authority effective September 3,

1 2024. Sincerely, Joan Michaelson."

2 THE CHAIRMAN: Okay. Can I have a
3 motion to accept both the PHAS score and the
4 letter of retirement with Joan with our best
5 wishes for a happy and healthy retirement.

6 COMMISSIONER MUSTILLI: I'll make a
7 motion.

8 COMMISSIONER KINSELLA: Second.

9 THE CHAIRMAN: Motion by Mustilli,
10 second by Kinsella.

11 Clerk, call the roll.

12 MS. GILMORE: Commissioner Choffo.

13 COMMISSIONER CHOFFO: Aye.

14 MS. GILMORE: Commissioner Confessore.

15 COMMISSIONER CONFESSORE: Aye.

16 MS. GILMORE: Commissioner Kinsella.

17 COMMISSIONER KINSELLA: Aye.

18 MS. GILMORE: Commissioner Mustilli.

19 COMMISSIONER MUSTILLI: Aye.

20 MS. GILMORE: Dr. Doran.

21 THE CHAIRMAN: Aye.

22 We don't have any reports?

23 DIRECTOR LUCAS: No, sir.

24 THE CHAIRMAN: Everything is okay,
25 Gene, everything is okay? Good, good.

1 Any old business? Just me.

2 DIRECTOR LUCAS: Just us.

3 THE CHAIRMAN: Okay. Any new business?
4 We have that personnel issue.

5 MR. MANFREDI: Yes, the personnel
6 issue. Do you want to go into closed session?

7 THE CHAIRMAN: I don't necessarily
8 think we have to. We have a request to have
9 community service, the request for extension.
10 That's fine.

11 MR. MANFREDI: Yes, we don't have to go
12 into closed.

13 MS. GILMORE: And the other thing, too.

14 THE CHAIRMAN: Community service days
15 for Executive, and a request for 10 additional
16 days to use sick time.

17 DIRECTOR LUCAS: And we added in the
18 one thing we talked about.

19 THE CHAIRMAN: All right. Motion to go
20 into closed session?

21 COMMISSIONER MUSTILLI: Aye.

22 COMMISSIONER KINSELLA: Second.

23 THE CHAIRMAN: Mustilli, second by
24 Kinsella. All those in favor aye.

25 (All ayes.)

1 THE CHAIRMAN: Those opposed?

2 (No response.)

3 (Whereupon the meeting went into closed session
4 under separate cover from 6:13-6:18 p.m.)

5 BACK INTO SESSION:

6 THE CHAIRMAN: We are back in public
7 session, thank you for your patience.

8 So we're approving a posting and a job
9 description for principal account clerk.

10 MR. MANFREDI: And we're accepting the
11 resignation.

12 THE CHAIRMAN: Well, we voted on that
13 already.

14 MR. MANFREDI: Okay.

15 THE CHAIRMAN: The retirement. So
16 that's it for --

17 MR. MANFREDI: That's it then. We're
18 approving the principal account clerk.

19 THE CHAIRMAN: We're just approving the
20 job description and the posting for the principal
21 account clerk. Motion?

22 COMMISSIONER KINSELLA: Motion.

23 COMMISSIONER MUSTILLI: Second.

24 THE CHAIRMAN: Motion by Kinsella,
25 second by Mustilli.

1 Clerk, call the roll.

2 MS. GILMORE: Commissioner Choffo.

3 COMMISSIONER CHOFFO: I vote aye.

4 MS. GILMORE: Commissioner Confessore.

5 COMMISSIONER CONFESSORE: Aye.

6 MS. GILMORE: Commissioner Kinsella.

7 COMMISSIONER KINSELLA: Aye.

8 MS. GILMORE: Commissioner Mustilli.

9 COMMISSIONER MUSTILLI: Aye.

10 MS. GILMORE: Dr. Doran.

11 THE CHAIRMAN: Aye.

12 Any public comment?

13 A VOICE: Have a good summer:

14 THE CHAIRMAN: I will remind everyone
15 that summer is only half over. Enjoy the other
16 half of summer, I intend to.

17 Motion to adjourn?

18 COMMISSIONER KINSELLA: Motion.

19 COMMISSIONER MUSTILLI: Motion.

20 THE CHAIRMAN: Motion by Kinsella,
21 second by Mustilli. All those in favor, Aye.

22 (All ayes.)

23

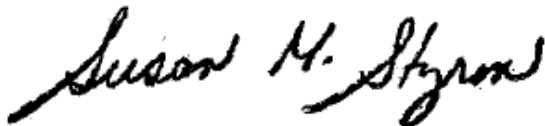
24 (The proceedings concluded at 6:20 p.m.)

25

CERTIFICATE

I, SUSAN M. STYRON, Notary Public,
R.P.R., C.S.R., of the State of New Jersey,
License No. XI01704, 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.



Notary Public of the State of New Jersey

My Certificate expires June 30, 2026

Dated: August 14, 2024

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