

**HUDSON COUNTY COMMUNITY COLLEGE  
70 Sip Avenue  
Jersey City, NJ 07306**

**Reorganization Meeting – Board of Trustees**

**Tuesday, November 26, 2024  
5:00 P.M.**

**Mary T. Norton Board Room and Via Zoom**

Members of the public may also use the following link and join the Zoom Meeting Webinar via Audio-only:

<https://zoom.us/j/97566676811?pwd=bXFybEpENHdBT3N6cmVaOExxYmNpQT09>

Passcode: 771689

Telephone: 1 305 224 1968

Webinar ID: 975 6667 6811

Passcode: 771689

- I. CALL TO ORDER - FLAG SALUTE**
- Ia. SWEARING IN OF NEW ALUMNI REPRESENTATIVE TO THE BOARD OF TRUSTEES – Lisa Camacho, Student Alumni Representative**
- II. ROLL CALL**
- III. CLOSED SESSION**
- IV. ELECTION OF OFFICERS - CHAIR, VICE CHAIR, AND SECRETARY/TREASURER**
- V. ANNUAL SCHEDULE OF MEETINGS OF THE HUDSON COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES**
- VI. APPOINTMENT OF COMMITTEES**
- VII. APPOINTMENTS OF 2024-25 COUNSEL TO HUDSON COUNTY COMMUNITY COLLEGE**
- VII. ADJOURN AND BEGIN REGULAR MEETING OF THE BOARD OF TRUSTEES**

**HUDSON COUNTY COMMUNITY COLLEGE**  
**BOARD OF TRUSTEES – REORGANIZATION MEETING**

**Tuesday, November 26, 2024**

**I. FLAG SALUTE**

**Ia. SWEARING IN OF NEW STUDENT ALUMNI REPRESENTATIVE TO THE BOARD OF TRUSTEES – Lisa Camacho**

**II. ROLL CALL**

**Trustees:**

<i>Lisa Camacho, Student Alumni Representative</i>	<u>PRESENT</u>
<i>Edward DeFazio, Secretary/Treasurer</i>	<u>PRESENT</u>
<i>Joseph Doria</i>	<u>ABSENT</u>
<i>Pamela Gardner, Vice Chair</i>	<u>PRESENT</u>
<i>Frank Gargiulo</i>	<u>PRESENT</u>
<i>Stacy Gemma</i>	<u>PRESENT</u>
<i>Roberta Kenny</i>	<u>PRESENT</u>
<i>Vincent Lombardo</i>	<u>PRESENT</u>
<i>Jeanette Peña, Chair</i>	<u>PRESENT</u>
<i>Christopher Reber, President, Ex Officio</i>	<u>PRESENT</u>
<i>Silvia Rodriguez</i>	<u>PRESENT</u>
<i>Harold Stahl</i>	<u>PRESENT</u>

*This meeting is called in conformance with the "Open Public Meetings Act." A notice of the meeting of the Board of Trustees was transmitted to all Board members; advertised in The Jersey Journal and The Star Ledger; filed with each office of the Hudson County Municipal Clerks; posted on the College Website and on Public Bulletin Boards of Hudson County Community College at 70 Sip Avenue, Jersey City, New Jersey, and at the North Hudson Campus, Union City, New Jersey, stating the date, time and place of said meeting.*

**HUDSON COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES – REORGANIZATION MEETING**

**Tuesday, November 26, 2024**

**CALL TO ORDER**

**la. SWEARING IN OF NEW STUDENT ALUMNI REPRESENTATIVE TO THE BOARD OF TRUSTEES**

*Lisa Camacho*

**OATH OF OFFICE**

*I, LISA CAMACHO, do solemnly swear that I will support the Constitution of the United States, and the Constitution of the State of New Jersey, and that I will bear true faith and allegiance to the same, and that I will faithfully, impartially, and justly perform all the duties of the Office of Student Alumni Representative to the Board of Trustees of Hudson County Community College according to pertinent New Jersey statutes and the New Jersey Administrative Code, and to the best of my ability, so help me God.*

**HUDSON COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES – REORGANIZATION MEETING**

**November 26, 2024**

**III. CLOSED SESSION**

**None**

**HUDSON COUNTY COMMUNITY COLLEGE**  
**BOARD OF TRUSTEES – REORGANIZATION MEETING**

**November 26, 2024**

**IV. ELECTION OF OFFICERS - CHAIR, VICE CHAIR, AND SECRETARY/TREASURER**

A Committee of the Whole met to discuss the reorganization and nomination of officers.

Recommendation

It is the recommendation of the Committee of the Whole that the following trustees be nominated and elected to the office indicated:

Chair – Jeanette Peña

Vice Chair – Pamela Gardner

Secretary/Treasurer – Edward DeFazio

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees nominate and elect the individuals recommended above to serve until the next reorganization meeting of the Board of Trustees and elected successors take office.

**INTRODUCED BY:** \_\_\_\_\_ Jeanette Peña \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_ Roberta Kenny \_\_\_\_\_

**DATE:** \_\_\_\_\_ November 26, 2024 \_\_\_\_\_

DeFazio, Edward	_____ <u>AYE</u> _____
Doria, Joseph	_____ <u>ABSENT</u> _____
Gardner, Pamela	_____ <u>AYE</u> _____
Gargiulo, Frank	_____ <u>AYE</u> _____
Gemma, Stacy	_____ <u>AYE</u> _____
Kenny, Roberta	_____ <u>AYE</u> _____
Lombardo, Vincent	_____ <u>AYE</u> _____
Rodriguez, Silvia	_____ <u>AYE</u> _____
Stahl, Harold	_____ <u>AYE</u> _____
Peña, Jeanette, Chair	_____ <u>AYE</u> _____

\_\_\_ 9 \_\_\_ Aye    \_\_\_ 0 \_\_\_ Nay

Alexa Riano  
Signature of Recorder

**\*\*\*RESOLUTION ADOPTED\*\*\***

10/08/2024  
Date

**HUDSON COUNTY COMMUNITY COLLEGE**  
**BOARD OF TRUSTEES – REORGANIZATION MEETING**

**November 26, 2024**

**V. 2025 SCHEDULE OF MEETINGS OF THE HUDSON COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES.**

**LOCATION (In Person and Via Zoom)**

December	-	No Meeting
January 21, 2025	-	Mary T. Norton Board Room, 4 <sup>th</sup> Floor, 70 Sip Avenue, Jersey City, NJ
February 18, 2025	-	Mary T. Norton Board Room, 4 <sup>th</sup> Floor, 70 Sip Avenue, Jersey City, NJ
March 11, 2025	-	Mary T. Norton Board Room, 4 <sup>th</sup> Floor, 70 Sip Avenue, Jersey City, NJ
April 8, 2025	-	Mary T. Norton Board Room, 4 <sup>th</sup> Floor, 70 Sip Avenue, Jersey City, NJ
May 13, 2025	-	Mary T. Norton Board Room, 4 <sup>th</sup> Floor, 70 Sip Avenue, Jersey City, NJ
June 10, 2025	-	Mary T. Norton Board Room, 4 <sup>th</sup> Floor, 70 Sip Avenue, Jersey City, NJ
July	-	No Meeting
August 12, 2025	-	Mary T. Norton Board Room, 4 <sup>th</sup> Floor, 70 Sip Avenue, Jersey City, NJ
September 9, 2025	-	Mary T. Norton Board Room, 4 <sup>th</sup> Floor, 70 Sip Avenue, Jersey City, NJ
October 14, 2025	-	Mary T. Norton Board Room, 4 <sup>th</sup> Floor, 70 Sip Avenue, Jersey City, NJ
November 25, 2025	-	Mary T. Norton Board Room, 4 <sup>th</sup> Floor, 70 Sip Avenue, Jersey City, NJ (Reorganization Meeting and Regular Monthly Meeting will be held on this date.)

Board Meetings begin at 5:00 p.m. and are held at the location listed above and via Zoom.

**WHEREAS**, meetings shall begin at 5:00 p.m., and, after the commencement of the Public Meeting, the Board may call a Closed Session according to the provisions of the Open Public Meetings Act. At the time such meeting is called, the general nature of the matter of discussion will be announced as well as the anticipated length of the meeting;

**NOW, THEREFORE, BE IT RESOLVED** that the above list of regular monthly meeting dates is approved by the Hudson County Community College Board of Trustees.

**BE IT FURTHER RESOLVED** that all meetings are called in conformance with the "Open Public Meetings Act." Notices of the meetings of the Board of Trustees are transmitted to all Board members, advertised in The Jersey Journal, The Star Ledger, filed with each office of the Hudson County Municipal Clerks, posted on the College website, and on the Public Bulletin Boards of Hudson County Community College at the North Hudson Campus, 4800 John F. Kennedy Boulevard, Union City, New Jersey and Journal Square Campus, 70 Sip Avenue, Jersey City, New Jersey, stating the date, time and place of said meeting.

**INTRODUCED BY:** \_\_\_\_\_ Harold Stahl

**SECONDED BY:** \_\_\_\_\_ Silvia Rodriguez

**DATE:** \_\_\_\_\_ November 26, 2024

DeFazio, Edward \_\_\_\_\_ AYE

Doria, Joseph \_\_\_\_\_ ABSENT

Gardner, Pamela \_\_\_\_\_ AYE

Gargiulo, Frank \_\_\_\_\_ AYE

Gemma, Stacy  
Kenny, Roberta  
Lombardo, Vincent  
Rodriguez, Silvia  
Stahl, Harold  
Peña, Jeanette, Chair

AYE  
AYE  
AYE  
AYE  
AYE  
AYE

9 Aye 0 Nay

Alexa Riano  
Signature of Recorder

\*\*\*RESOLUTION ADOPTED\*\*\*

10/08/2024  
Date

**HUDSON COUNTY COMMUNITY COLLEGE**  
**BOARD OF TRUSTEES – REORGANIZATION MEETING**

**November 26, 2024**

**VI. APPOINTMENT OF COMMITTEES**

**MEMBERS OF 2025 STANDING COMMITTEES OF THE BOARD OF TRUSTEES**

<p><b>EXECUTIVE COMMITTEE</b> <i>Jeanette Peña (Chair)</i> <i>Pamela Gardner (Vice Chair)</i> <i>Edward DeFazio (Secretary/Treasurer)</i></p> <p><b>ACADEMIC AND STUDENT AFFAIRS COMMITTEE</b> <i>Pamela Gardner (Chair)</i> <i>Frank Gargiulo</i> <i>Roberta Kenny</i> <i>Silvia Rodriguez</i> <i>Lisa Camacho, Student Alumni Representative</i></p> <p><b>CAPITAL PROJECTS ADVISORY COMMITTEE</b> <i>Jeanette Peña (Chair)</i> <i>Harold Stahl</i> <i>Stacy Gemma</i></p> <p><b>FINANCE COMMITTEE</b> <i>Jeanette Peña (Chair)</i> <i>Edward DeFazio</i> <i>Joseph Doria</i> <i>Vincent Lombardo</i></p>	<p><b>PERSONNEL COMMITTEE</b> <i>Harold Stahl (Chair)</i> <i>Edward DeFazio</i> <i>Joseph Doria</i> <i>Pamela Gardner</i></p> <p><b>COLLEGE COMMENCEMENT COMMITTEE</b> <b>LIAISONS</b> <i>Pamela Gardner</i> <i>Lisa Camacho, Student Alumni Representative</i></p> <p><b>FOUNDATION LIAISON</b> <i>To Be Determined</i></p> <p><b>Ad Hoc Committees will be formed as needed.</b></p>
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**HUDSON COUNTY COMMUNITY COLLEGE**  
**BOARD OF TRUSTEES – REORGANIZATION MEETING**

**November 26, 2024**

**VII. APPOINTMENT OF 2024-25 COUNSEL TO HUDSON COUNTY COMMUNITY COLLEGE**

**1. Resolution Authorizing Real Estate Legal Counsel Services**

**WHEREAS**, Hudson County Community College (“College”) requires Real Estate Legal Counsel Services; and,

**WHEREAS**, notwithstanding that the Services constitute a professional service pursuant to N.J.S.A. 18A:64A-25.5 (a)(1) and may be negotiated and awarded directly by the College, the College publicly advertised a Request for Proposal (“RFP”) for the Services for a term not to exceed one (1) year; and,

**WHEREAS**, the College solicited proposals from qualified vendors using a fair-and-open-process; and,

**WHEREAS**, the College received one (1) proposal in response to the solicitation from Connell Foley LLP (“CF”) at a rate of \$200 per hour; and,

**WHEREAS**, the College has determined that the cost proposal from CF is responsive and reasonable as to price; and,

**WHEREAS**, the cost of the Services will be funded from the operating budget; and,

**WHEREAS**, the Administration, Finance Committee, and Capital Projects Advisory Committee recommend these services;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract for Real Estate Legal Counsel Services to Connell Foley LLP of Jersey City, New Jersey, in accordance with the terms of the proposal submitted by the law firm.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

**2. Resolution Authorizing Redevelopment Legal Counsel Services**

**WHEREAS**, Hudson County Community College (“College”) requires the services of Legal Counsel with expertise in the area of redevelopment to provide legal services to the College in connection with its Center for Student Success Project (“Services”); and,

**WHEREAS**, notwithstanding that the Services constitute a professional service pursuant to N.J.S.A. 18A:64A-25.5 (a)(1) and may be negotiated and awarded directly by the College, the College publicly advertised a Request for Proposal (“RFP”) for the Services for a term not to exceed one (1) year; and,

**WHEREAS**, the College received two (2) proposals in response to the advertised RFP:

<u>Vendor</u>	<u>Location</u>	<u>Cost</u>
Florio Kenny Raval, LLP	Lyndhurst, NJ	\$200 per hour
McManimon, Scotland & Bauman LLC	Roseland, NJ	\$225 per hour

**WHEREAS**, after evaluating all proposals received, the College has determined that the proposal submitted by McManimon, Scotland & Bauman LLC (“MSB”) is responsive, reasonable as to price, and is in the best interests of the College, price and other factors considered, recognizing MSB’s prior experiences with the College’s redevelopment efforts and construction projects, including the College’s Center for Student Success; and,

**WHEREAS**, the cost of the Services shall be funded from the operating budget; and,

**WHEREAS**, the Administration, Finance Committee, and Capital Projects Advisory Committee recommend the award of contract for the Services;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract for Redevelopment Legal Counsel Services to McManimon, Scotland & Bauman LLC of Roseland, New Jersey, in accordance with the terms of the proposal submitted by the law firm.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

### **3. Resolution Authorizing General Legal Counsel Services**

**WHEREAS**, Hudson County Community College (“College”) requires General Legal Counsel Services; and,

**WHEREAS**, notwithstanding that the Services constitute a professional service pursuant to N.J.S.A. 18A:64A-25.5 (a)(1) and may be negotiated and awarded directly by the College, the College publicly advertised a Request for Proposal (“RFP”) for the Services for a term not to exceed one (1) year; and,

**WHEREAS**, the College solicited proposals from qualified vendors using a fair-and-open-process; and,

**WHEREAS**, the College received one (1) proposal in response to the solicitation from Scarinci & Hollenbeck (“SH”) at a rate of \$200 per hour; and,

**WHEREAS**, the College has determined that the cost proposal from SH is responsive and reasonable as to price; and,

**WHEREAS**, the cost of the Services will be funded from the operating budget; and,

**WHEREAS**, the Administration and Finance Committee recommend this award;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Hudson County Community College award a contract for General Legal Counsel Services to Scarinci & Hollenbeck of Little Falls, New Jersey, in accordance with the terms of the proposal submitted by the law firm.

**BE IT FURTHER RESOLVED** that the Board of Trustees authorize the Administration to take all steps necessary to effectuate the terms of this resolution.

### **RESOLUTION:**

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees approve the recommendations of the President, Administration, and Finance Committee as outlined above in **Item VII., APPOINTMENT OF 2024-25 COUNSEL TO HUDSON COUNTY COMMUNITY COLLEGE, Recommendations 1-3:**

1) Resolution Authorizing Real Estate Legal Counsel Services; 2) Resolution Authorizing Redevelopment Legal Counsel Services; and 3) Resolution Authorizing General Legal Counsel Services.

**INTRODUCED BY:** Pamela Gardner

**SECONDED BY:** Frank Gargiulo

**DATE:** November 26, 2024

DeFazio, Edward	<u>AYE</u>
Doria, Joseph	<u>ABSENT</u>
Gardner, Pamela	<u>AYE</u>
Gargiulo, Frank	<u>AYE</u>
Gemma, Stacy	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Lombardo, Vincent	<u>AYE</u>
Rodriguez, Silvia	<u>AYE</u>
Stahl, Harold	<u>AYE</u>
Peña, Jeanette, Chair	<u>AYE</u>

9 Aye 0 Nay

Alexa Riano  
Signature of Recorder

\*\*\*RESOLUTION ADOPTED\*\*\*

10/08/2024  
Date

**HUDSON COUNTY COMMUNITY COLLEGE**

**BOARD OF TRUSTEES MEETING**

**November 26, 2024**

**VIII. ADJOURNMENT OF REORGANIZATION MEETING AND CONVENING OF REGULAR MEETING**

**INTRODUCED BY:** Jeanette Peña

**SECONDED BY:** Stacy Gemma

**DATE:** November 26, 2024

DeFazio, Edward	<u>AYE</u>
Doria, Joseph	<u>ABSENT</u>
Gardner, Pamela	<u>AYE</u>
Gargiulo, Frank	<u>AYE</u>
Gemma, Stacy	<u>AYE</u>
Kenny, Roberta	<u>AYE</u>
Lombardo, Vincent	<u>AYE</u>
Rodriguez, Silvia	<u>AYE</u>
Stahl, Harold	<u>AYE</u>
Peña, Jeanette, Chair	<u>AYE</u>

9 Aye        Nay

**\*\*\*RESOLUTION ADOPTED\*\*\***

Alexa Riano  
Signature of Recorder

10/08/2024  
Date