



# *Fort Lee Housing Authority*

---

1403 Teresa Drive  
Fort Lee, New Jersey 07024  
Tel (201) 947-7400/7401  
Fax (201) 947-9710

## **HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE**

### **MINUTES OF SCHEDULED MEETING OF BOARD OF COMMISSIONERS**

**January 7, 2026**

1. **MEETING** called to order at 6:05 pm by Chair, Sherry Bauer on January 7, 2026.
2. Pursuant to the Open Public Meetings Act the Executive Director read the following statement:

Adequate notice of this meeting has been provided in the following manner:

On December 30<sup>th</sup>, 2025, a notice of this meeting, setting forth the date, time and location of this meeting was posted on the Housing Authority's officially designated public bulletin board at 309 Main Street, Fort Lee, New Jersey, the authority's website and provided to The Record, The Star Ledger and Clerk of the Borough of Fort Lee.

The Secretary is hereby directed to enter into the minutes of this Meeting this public announcement.

#### **Roll Call:**

**PRESENT:** Commissioners S. Bauer, D. Steinberg, Shari DePalma, C. Chung, E. O'Neill (via Zoom), R. Sohmer (via Zoom)

**ABSENT:** Commissioner A. Yook

**ALSO PRESENT:** Council Liaison Joseph Cervieri, Executive Director Terrence Corriston, Thomas Furlong (Accountant), and Sylvia Ruiz

3. Reorganization: Election of Chair and Vice Chair.

Mr. Corriston congratulated Dolores Steinberg on being reappointed by Governor Murphy as Commissioner. She took the oath of office during the meeting.

Commissioner Bauer asked for any nominations for Chair. Commissioner Sohmer nominated Sherry Bauer. The nomination was seconded by Commissioner Steinberg. There were no other nominations.



# Fort Lee Housing Authority

---

1403 Teresa Drive  
Fort Lee, New Jersey 07024  
Tel (201) 947-7400/7401  
Fax (201) 947-9710

Ayes: S. Bauer, D. Steinberg, Shari DePalma, C. Chung, E. O'Neill, and R. Sohmer  
Nays: None  
Abstain: None  
Absent: A. Yook

Commissioner Bauer asked for nominations for Vice Chair. Commissioner Sohmer nominated Dolores Steinberg. The nomination was seconded by Commissioner Bauer. There were no other nominations.

Ayes: S. Bauer, D. Steinberg, Shari DePalma, C. Chung, E. O'Neill, and R. Sohmer  
Nays: None  
Abstain: None  
Absent: A. Yook

#### 4. Minutes:

Motion made by Dolores Steinberg and seconded by Shari DePalma, to approve the Minutes of the meeting of December 3, 2025.

Ayes: S. Bauer, D. Steinberg, Shari DePalma, C. Chung, E. O'Neill, and R. Sohmer  
Nays: None  
Abstain: None  
Absent: A. Yook

#### 5. Executive Director's Report:

Mr. Corriston advised the Board of the following:

Mr. Corriston advised the Board that we had a well-attended Christmas lunch. All seniors were given a tin of cookies with \$25.00 cash to do as they please. The staff did a great job with the party as always.

The Staff would like me to let you know that they are very appreciative of the bonuses and the raises they received.



# Fort Lee Housing Authority

---

1403 Teresa Drive  
Fort Lee, New Jersey 07024  
Tel (201) 947-7400/7401  
Fax (201) 947-9710

We have been in extensive training this week with PHA-Web which is our software program. We have one person training us with the activities between various aspects of the program including the capability of making the checks for invoices and being able to upload a positive pay report to our bank. Everyone is excited about the capabilities of the program. Sylvia advised that the training is being recorded for the staff to refer back to. The plan is to work smarter not harder and to work towards a paperless program.

Mr. Corrison reported that he is anticipating the grant contract from Community Development for our latest approvals which were \$78,878 for Holtje House and \$78,878 for 8<sup>th</sup> Street. The grant applications have been submitted for next year.

Mr. Corrison reviewed the following proposed Resolutions with the Board:

- **2484-** Bills for payment
- **2485-** Resolution by the Commissioners of the Housing Authority of Fort Lee approving the 2026 Adopted Budget Resolution Fiscal Year of January 1, 2026, to December 31, 2026.
- **2486-** Resolution authorizing appointment of Fund Commissioners to the New Jersey Public Housing Authority Joint Insurance Fund.

Work orders and inspections are up to date. We have six people looking for apartments at this time after asking for extensions. One is about to be housed in February. The market is very tight right now.

Commissioner O'Neill raised a question regarding the sundry (Office Expense) report Tom prepared. She asked about the Advertisement Expense being higher than anticipated. Tom advised that it was due to the opening of our Waiting List.

## 6. RESOLUTIONS:

A motion to approve the Resolutions by Consent Agenda was made by Commissioner Steinberg and seconded by Commissioner Bauer.

- **2484-** Bills for payment
- **2485-** Resolution by the Commissioners of the Housing Authority of Fort Lee approving the 2026 Adopted Budget



# Fort Lee Housing Authority

---

1403 Teresa Drive  
Fort Lee, New Jersey 07024  
Tel (201) 947-7400/7401  
Fax (201) 947-9710

Resolution Fiscal Year of January 1, 2026, to December 31, 2026.

- **2486-** Resolution authorizing appointment of Fund Commissioners to the New Jersey Public Housing Authority Joint Insurance Fund.

The motion was unanimously approved.

## 7. OTHER BUSINESS.

Commissioner Bauer thanked everyone at the Housing Authority for the lovely dinner we had to celebrate the Holiday season. Commissioner Chang asked if there were any plans for activities for the residents, and he was advised that we are planning for another movie afternoon.

## 8. ADJOURNMENT:

A motion made by Commissioner DePalma and seconded by Commissioner Chang, to adjourn the meeting at 6:30 pm.

### Roll Call:

Ayes:	S. Bauer, D. Steinberg, S. DePalma, C. Chung, E. O'Neill, R. Sohmer
Nays:	None
Abstain:	None
Absent:	A. Yook

Respectfully submitted,

Terrence Corrison  
Executive Director