

MINUTES OF THE REGULAR MEETING
OF THE COMMISSIONERS OF THE HOUSING AUTHORITY
OF THE TOWNSHIP OF WOODBRIDGE



The Commissioners of the Housing Authority of the Township of Woodbridge held its regular meeting in the community room of Greiner Towers, 460 Inman Ave., Colonia, NJ, in the Township of Woodbridge, New Jersey at 7:00 PM on November 7, 2016, the hour and date duly established for the holding of such meeting.

The Chair called the meeting to order, led the Pledge of Allegiance, and held a moment of silence.

Chairman Ficarra thanked Terri Briante for her years of service and welcomed our new commissioner, Rukmal Rupasinghe. He stated that Commissioner Rupasinghe is eager to serve and will be a valuable asset. He expressed to Commissioner Rupasinghe that housing language will take a while to learn but that the commissioner courses will help.

Commissioner Rupasinghe stated that he is 20 years old and a student at Rutgers taking computer science in hopes that he will be going to medical school.

Kathy Blaha read the Notice of Compliance with the Open Public Meetings Act P.L. 1975, C.231 which provided that notice of this meeting of the Board of Commissioners of the Housing Authority of the Township of Woodbridge was provided in the following manner:

On October 4, 2016, a copy of the notice of this meeting setting forth the date, time and location of this regular meeting was posted on the Housing Authority's official designated bulletin board located at 20 Bunns Lane, Woodbridge, NJ, sent to Town Hall for posting and was faxed to the Home News Tribune and Star Ledger.

Upon roll call, those present and absent were as follows:

PRESENT

Commissioners:

John Kenny, Commissioner
Ryan Michelson, Commissioner
Rukmal Rupasinghe, Commissioner
Ketan Shah, Commissioner
Gregg Ficarra, Chairman

Authority General Counsel:
Terrence Corriston, Esq., Breslin & Breslin

ABSENT

Commissioners:

Pedro Rosario, Commissioner

Council Liaison:
Lizbeth DeJesus, Councilwoman

Administration:

Kathy Blaha, Housing Director
Donna Brightman, Executive Director
Larry Stecker, Maintenance Director
Maureen Guiney, Executive Asst.

Administration:

Mike Yannuzzi, Maintenance Manager

A motion to approve the minutes of the Reorganization/Regular Meeting held on October 3, 2016 was made by Commissioner Michelson and seconded by Commissioner Shah and upon roll call the vote was as follows:

ROLL CALL: Kenny Michelson Rosario Rupasinghe Shah Ficarra
AYES: Kenny Michelson Rupasinghe Shah Ficarra
NAYS: None
Abstain: None
Absent: Rosario

PUBLIC COMMENT

Marge Strubean, resident of apt. #111 at Greiner Towers, stated that Greiner Towers is a wonderful place to live in. She stated that everything is available in the neighborhood and that the office people are helpful.

Claire Moore, resident of apt. #221 at Greiner Towers, thanked Diane Boyle for her help.

Executive Director Brightman thanked Diane Boyle and Kathi DiTomasso for their help with the party for Terri Briante.

COMMUNICATIONS

Chairman Ficarra stated that he has been reappointed and welcomed Commissioner Rupasinghe again.

REPORTS

Chairman Ficarra reviewed the report section of the packet and asked Maintenance Director Stecker if there was anything notable in his report.

Maintenance Director Stecker stated that everything is fairly normal but that the Township inspector for Olsen Towers wants the elevators taken care of and this money will be coming out of the 2013 grant. It was supposed to come out of RAD but we have not closed yet.

Commissioner Kenny then asked if WGA buildings #18 or #17 are vacant.

Executive Director Brightman responded that they are not vacant.

Housing Manager Blaha stated that only WGA building #18 is going to be demolished along with the office but that she has a place for everyone.

Executive Director Brightman stated that the PHAS inspector gave us 4 pages of Health and Safety citations due to the fact that foam is filling the gaps in the electrical boxes. She stated that we were told to upgrade these boxes.

Maintenance Director Stecker stated that the newly released HUD regulations are looking for those issues as now no expansion foam is allowed but within 24 hours Louie's Electric had the situation remedied.

Chairman Ficarra stated that it was predicted that if the closing would be delayed we would then have trouble with the inspection. He stated that he understands that we are doing the best that we can.

Chairman Ficarra then reviewed the resident section report of the packet and stated that the staff used to be much larger but now the team has more responsibility and that he appreciates their hard work.

Executive Director Brightman stated that there was a problem with housekeeping in some of the buildings, not this one (Greiner Towers), and that Housing Manager Blaha and Phyllis Williams offered the residents an option to hire the housekeeper for \$10 an hour.

Chairman Ficarra then thanked Executive Director Brightman for the clarification on the air conditioners regarding Richard Estock's inquiry at the last meeting.

Housing Manager Blaha stated that residents are allowed to have their air conditioners in from May 15th to October 15th but that residents are not required to pay for May or October.

Chairman Ficarra then spoke of Mr. Estock's concern regarding granting the public access to the building in order to attend the meeting and asked Executive Director Brightman for a solution to the problem. He stated that perhaps a resident volunteer could be present at the door.

Counsel Corrison stated that it is necessary to allow the public to attend these meetings.

Executive Director Brightman stated that some of our buildings do not have resident councils that could help with this situation.

Counsel Corrison stated that perhaps alarms on the exterior doors to the meeting room could be shut-off at the time that the meeting takes place.

Chairman Ficarra instructed Executive Director Brightman to have a solution in-place for the next meeting.

Chairman Ficarra then asked Executive Director Brightman about her report.

Executive Director Brightman stated that Woodbridge Gardens is due to close in March of 2017. She mentioned that Phase II has no funding and that Phase I is being divided into 2 phases with building 1 to 8 as one phase and the buildings by the office in another phase. She stated that there is a possibility that there will be new housing at the beginning and end but the old housing still in-place in the middle. She mentioned that we are looking for tax credits.

Executive Director Brightman spoke of Stern Towers and a 4% tax credit award but despite the funding there is still a 7 to 8 million dollar gap to build a new building. We are working with the Township for solutions.

Commissioner Kenny asked if Stern Towers is fully occupied.

Executive Director Brightman stated that it is. She stated that the plan is to build the new building and then transfer the residents into it.

Commissioner Shah asked the new construction has started at Stern.

Executive Director Brightman responded that it has not as we do not have any money. She stated that we have a time commitment with HUD and are trying.

Chairman Ficarra stated that Executive Director Brightman is doing an outstanding job managing the changes and coordinating with Town Hall. He stated that there are good relations between the WHA and Town Hall.

Executive Director Brightman stated that this is true but is a very frustrating process trying to coordinate all the projects.

NEW BUSINESS

a) Reso #2810 – Adopting Monthly Bill List for October 2016

Motion moved by Commissioner Kenny and seconded by Commissioner Shah to adopt Resolution #2810.

ROLL CALL: Kenny Michelson Rosario Rupasinghe Shah Ficarra
AYES: Kenny Michelson Rupasinghe Shah Ficarra
NAYS: None
Abstain: None
Absent: Rosario

The Chair thereupon declared said motion approved.

b) Reso #2811 – FYE16 Annual SEMAP Certification Form 52648

Motion moved by Commissioner Shah and seconded by Commissioner Michelson to adopt Resolution #2811.

Discussion

Executive Director Brightman stated that this certification is required by HUD.

ROLL CALL: Kenny Michelson Rosario Rupasinghe Shah Ficarra
AYES: Kenny Michelson Rupasinghe Shah Ficarra
NAYS: None
Abstain: None
Absent: Rosario

The Chair thereupon declared said motion approved.

- c) Reso #2812 – Award Contract for Elevator Maintenance and Repair Contractor (Awarded to Current Elevator Technology in the amount of \$1,490.00/mo. for 24 months, \$145.00/hr. for a qualified elevator technician and 10% over Contractor’s cost for materials from November 1, 2016 – October 31, 2018.)

Motion moved by Commissioner Kenny and seconded by Commissioner Rupasinghe to adopt Resolution #2812.

Discussion

Chairman Ficarra asked Maintenance Director Stecker if this is what he spoke of.

Maintenance Director Stecker stated that it is related to the elevator.

Executive Director Brightman stated that if a project is so costly then we need to go out to get additional pricing.

Maintenance Director Stecker stated that with Olsen Towers we received a written violation and this had to be handled in a very timely.

Executive Director Brightman stated that just because a contractor has a maintenance contract with us doesn’t mean they automatically get the job to do upgrades.

Chairman Ficarra stated that he understands the process.

ROLL CALL: Kenny Michelson Rosario Rupasinghe Shah Ficarra
AYES: Kenny Michelson Rupasinghe Shah Ficarra
NAYS: None
Abstain: None
Absent: Rosario

The Chair thereupon declared said motion approved.

- d) Reso #2813 – Designate A/E Professional Services from 11/116 to 10/31/17 (Awarded to the firm of LS Engineering to provide Professional A/E Services commencing June 6, 2011 through June 5, 2012.)

Motion moved by Commissioner Michelson and seconded by Commissioner Kenny to adopt Resolution #2813.

Discussion

Chairman Ficarra stated that we have a history with them.

Executive Director Brightman stated that we may not need them.

Maintenance Director Stecker stated that the financial people at NJHMFA like to see an engineer in-place with the RAD upgrades.

Executive Director Brightman stated that even if we are changing light bulbs it needs to be overseen.

ROLL CALL: Kenny Michelson Rosario Rupasinghe Shah Ficarra
AYES: Kenny Michelson Rupasinghe Shah Ficarra
NAYS: None
Abstain: None
Absent: Rosario

The Chair thereupon declared said motion approved.

Commissioner/Liaison Comments

Commissioner Shah stated that he was sorry that he was late coming to the party but he had to work and wished Terri Briante well.

All the commissioners wished Terri Briante well and welcomed Commissioner Rupasinghe.

Chairman Ficarra reminded everyone to get out to vote and to call if they need a ride.

ADJOURNMENT

Motion by Commissioner Kenny and seconded by Commissioner Rupasinghe to adjourn at 7:35 PM.

All commissioners present voted in favor.

Donna Brightman
Executive Director/Secretary