

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 Cooper Towers, 1422 Oak Tree Road, Iselin, NJ, in the Township of Woodbridge, New Jersey at 7:05 PM on December 5, 2016, the hour and date duly established for the holding of such meeting.

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

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
Pedro Rosario, Commissioner
Ketan Shah, Commissioner

Council Liaison:

Lizbeth DeJesus, Councilwoman (7:10 PM)

Administration:

Kathy Blaha, Housing Director
Donna Brightman, Executive Director
Mike Yannuzzi, Maintenance Manager

ABSENT

Commissioners:

Rukmal Rupasinghe, Commissioner
Gregg Ficarra, Chairman

Authority General Counsel:

Terrence Corrison, Esq., Breslin & Breslin

Administration:

Maureen Guiney, Executive Asst.
Larry Stecker, Maintenance Director

A motion to approve the minutes of the Regular Meeting held on November 7, 2016 was made by Commissioner Shah and seconded by Commissioner Michelson and upon roll call the vote was as follows:

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

PUBLIC COMMENT

Carol Leitner, apt. 4F, Cooper Towers, thanked the WHA for the great job they did polishing the floors and cleaning the carpet. She stated that not only did the tenants notice but family members and visitors are commenting. She also, on behalf of other tenants, questioned why the exercise bike was removed and mentioned that tenants would like it back.

Executive Director Brightman answered stating that the bike was removed due to insurance reasons as JIF doesn't allow us to have exercise equipment due to the liability.

Mrs. Lall, apt. 4C, Cooper Towers, asked for the bike back and said she would sign a waiver of liability.

Dhillon, apt. 3E, Cooper Towers, also commented that the bike is needed for exercising.

Commissioner Kenny asked the Executive Director to look into the issue and also to check with the Township to see if they can help with the insurance.

Ms. Leitner said if the bike was returned it might have to be placed elsewhere.

COMMUNICATIONS

Commissioner Kenny asked if there were any questions regarding communications or reports.

REPORTS

Councilwoman DeJesus commented on Phyllis Williams' report and asked how the tenants were getting to the Holiday Party at Abigal's.

Housing Manager Blaha responded that they are getting rides from other tenants and staff.

Councilwoman DeJesus stated that she would see if the Township's transportation program could assist in this matter. She mentioned that she will follow-up with Housing Manager Blaha.

Executive Director Brightman brought the physical PHAS score to the board's attention.

Commissioner Shah asked if the Inspector was aware that the buildings' were being demolished.

Executive Director Brightman responded that this factor is not taken into account.

Councilwoman DeJesus asked what happens if the violation is caused by a tenant.

Executive Director Brightman responded that it doesn't matter who caused it as the Authority is responsible.

Commissioner Shah asked what was happening with Stern Towers.

Executive Director Brightman responded that it is not yet clear as the Township is looking at different options.

NEW BUSINESS

a) Reso #2815 – Adopting Monthly Bill List for November 2016

Motion moved by Commissioner Rosario and seconded by Commissioner Michelson to adopt Resolution #2815.

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

The Chair thereupon declared said motion approved.

b) Reso #2816 – Final Renewal of the Contract for Electrical Repair Services (Lou’s Electric)
12/16/16-12/15/17

Motion moved by Commissioner Shah and seconded by Commissioner Michelson to adopt Resolution #2816.

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

The Chair thereupon declared said motion approved.

c) Reso #2817 – Renewal Contract to Aleman Carpet for Flooring Contractor 12/15/16-
12/14/18

Motion moved by Commissioner Rosario and seconded by Commissioner Michelson to adopt Resolution #2817.

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

The Chair thereupon declared said motion approved.

d) Reso #2818 – Establishing Site-Based Wait Lists for Senior/Disabled Sites

Motion moved by Commissioner Shah and seconded by Commissioner Michelson to adopt Resolution #2818.

Discussion

Commissioner Shah asked if this means that people have to apply separately to each building.

Housing Manager Blaha responded that this is correct. She also noted that there is a list for first available apartment.

Commissioner Rosario asked how people were being notified.

Housing Manager Blaha responded that they were mailed letters explaining that they could choose a specific building or a first available list. There is a deadline to respond.

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

The Chair thereupon declared said motion approved.

e) Reso #2819 – Award Auditing Services for FYE 9/30/16 to Hymanson, Parnes and Giampolo for \$11,255.00

Motion moved by Commissioner Shah and seconded by Commissioner Rosario to adopt Resolution #2819.

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

The Chair thereupon declared said motion approved.

f) Reso #2820 – Authorize the Replacement of the Overhead Traction Machines by Current Elevator at Olsen Towers for \$59,620.00

Motion moved by Commissioner Rosario and seconded by Commissioner Shah to adopt Resolution #2820.

Discussion

Carol Leitner asked if HUD had to approve this upgrade.

Executive Director Brightman responded, no. She also stated that we received a number of elevator violations from the inspector and will be required to do additional upgrades.

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

The Chair thereupon declared said motion approved.

g) Reso #2821 – Award Contract for RAD Financing for Greiner, Finn, Adams, Olsen and Cooper Towers to Hunt Mortgage Group not to Exceed Seven Million Dollars

Motion moved by Commissioner Michelson and seconded by Commissioner Rosario to adopt Resolution #2821.

Discussion

Commissioner Kenny asked why we were borrowing up to seven million dollars.

Executive Director Brightman explained that we need about five million for repairs and that we may contribute two million to rebuild the Stern project. However, we have not finalized any plans at this point-in-time. She stated that if this occurs it would be discussed with the board prior.

Executive Director Brightman mentioned that four proposals were received but only two were serious contenders – Hunt and TD Bank. We are recommending Hunt because we feel it's in the Authority's best interest as it's the most advantageous deal. She further stated that this has been reviewed by the consultant and by our accountant, Bill Katchen.

Commissioner Kenny asked if five million was enough to do 20 years' worth of capital improvements.

Executive Director Brightman responded, yes, according to the RPCA.

Commissioner Shah asked why we needed to lend money to Stern.

Executive Director Brightman responded that the RAD rents are low and additional money is needed.

Commissioner Michelson asked what would happen in case of a default.

Executive Director Brightman responded that the buildings' could be refinanced and that HUD requires a reserve account and reviews the RAD transaction before closing.

Commissioner Kenny asked if security systems were included in the RAD rehab work.

Executive Director Brightman responded, no, there are no security upgrades and that HUD has a boiler plate check list and security is not on it.

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

The Chair thereupon declared said motion approved.

Commissioner/Liaison Comments

The commissioners wished Happy Holidays to all.

Councilwoman DeJesus wished all Happy Holidays, Feliz Navidad, Happy Kwanza and Chanukah.

Executive Director Brightman invited all to the 12/16/16 staff Holiday Party.

ADJOURNMENT

Motion by Commissioner Rosario and seconded by Commissioner Michelson to adjourn at 7:50 PM.

All commissioners present voted in favor.

Donna Brightman
Executive Director/Secretary