

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 Finn Towers, 19 Martin Terrace, Woodbridge, NJ, in the Township of Woodbridge, New Jersey at 7:03 PM on June 6, 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.

Executive Asst. Guiney 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 6, 2015, 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:

Mark Barbee, Commissioner (left at 7:10 PM)
John Kenny, Commissioner
Ryan Michelson, Commissioner
Pedro Rosario, Commissioner
Ketan Shah, Commissioner
Gregg Ficarra, Chairman

Authority General Counsel:

Terrence Corriston, Esq., Breslin & Breslin

Administration:

Donna Brightman, Executive Director
Maureen Guiney, Executive Asst.
Mike Yannuzzi, Maintenance Manager

ABSENT

Commissioners:

Terri Briante, Commissioner

Council Liaison:

Lizbeth DeJesus, Councilwoman

Administration:

Kathy Blaha, Housing Director
Larry Stecker, Maintenance Director

A motion to approve the minutes of the Regular Meeting held on May 2, 2016 was made by Commissioner Barbee and seconded by Commissioner Rosario and upon roll call the vote was as follows:

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

At this time Chairman Ficarra welcomed Commissioner Barbee. He stated that in the interest of time, the commissioners need to vote on resolution #2798 as Commissioner Barbee has to leave the meeting early. He stated that Commissioner Kenny and he cannot vote on it as they are members of WAHC and it would be a conflict.

Reso #2798 – Resolution Authorizing the E.D. to Execute a Ground Lease with Ingerman Development Company LLC

Motion moved by Commissioner Shah and seconded by Commissioner Michelson to adopt Resolution #2798.

Discussion

Counsel Corrison stated that he just saw this resolution and asked that the title be changed to executing an agreement.

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

The Chair thereupon declared said motion approved.

Commissioner Barbee then explained that he is retiring as commissioner to the WHA.

Chairman Ficarra stated that he is a road warrior.

Commissioner Barbee thanked all and stated that it was a wonderful experience serving as commissioner to the housing authority. He mentioned that he does a lot of traveling and is now getting married and will be residing in Syracuse, NY; therefore, he is officially resigning tomorrow.

PUBLIC COMMENT

Elvira Wisnewski, retired president of Finn Towers, stated that she enjoyed working for Finn Towers' residents but is now handing this position down to a younger person.

Chairman Ficarra wished Ms. Wisnewski continued success.

Linda Drakoulus asked if residents from other buildings can move to the new senior building in Port Reading and if there is a list.

Chairman Ficarra stated that Stern Towers is our oldest building and is outdated; therefore, it is going to be demolished and there is a larger plan in place regarding a property by Sycamore Center. He stated that this will be a new facility.

Executive Director Brightman stated that the residents of Stern Towers will be the first ones to move in and any other transfers will have to involve a reasonable accommodation.

Ms. Drakoulus asked about other housing being built.

Executive Director Brightman stated that there is a building being built in Hopelawn but it is affordable housing and will be called Dalina Manor. She stated that there is also affordable housing at Maple Tree Manor and Rheinhard Manor. She also mentioned that the rent is not always 30% of your income with affordable housing; it could be 40% or 45%.

Ms. Drakoulus stated that she inquired at Maple Tree Manor and couldn't afford \$1,016 and then asked if any other new public housing will be built.

Executive Director Brightman stated that no new public housing has been built since 1997. If housing is torn down, then it can be replaced. She stated that the residents of Stern have to be transferred first.

Ms. Drakoulus stated that she fully understands this but that sometimes she is scared when coming in to the building late at night as there are different groups of people.

Executive Director Brightman stated that you can find different groups of people in all our buildings.

Ms. Drakoulus stated that the cameras do not work.

Executive Director Brightman stated that they do work and that was a rumor.

COMMUNICATIONS

Chairman Ficarra stated that the letter that we received from a tenant was complimentary regarding the newsletter.

REPORTS

Chairman Ficarra reviewed the report section of the packet. He commented on Executive Director Brightman's report and asked Maintenance Manager Yannuzzi if the flooring at Cooper Towers was taken care of.

Maintenance Manager Yannuzzi stated that it was.

Chairman Ficarra then asked Commissioner Kenny about the Constellation report that he received from the staff and if everything was alright.

Commissioner Kenny stated that he has no issues with it.

Executive Director Brightman then spoke about her RAD report saying that all the documents were submitted to HUD regarding demolition (WGA Phase I) which will also involve the office and garage. She stated that the staff that sees clients will not go to building 10 but will go to other senior buildings since building 10 is not handicapped accessible. She is hoping that by Labor Day the staff will be situated. She mentioned that Phase II has a delay of one year so; therefore, we will have one-half new and one-half old housing and that we will apply for money for next year.

Executive Director Brightman stated that regarding Stern Towers, the State is going to release money and that is why we needed to vote on the resolution tonight as this has to be done in a timely fashion. She mentioned that we have an RFP out regarding the five senior buildings that is due back by June 30th and this involves a bank loan.

Chairman Ficarra stated that the government is changing how authorities are run and this is where RAD comes in.

Counsel Corrison stated that the form of subsidy is changing to grants/tax credits. Public housing is going to be changed to Section 8 and this changes the funding. He stated that there is a lot of money invested with private interests and with public housing there is no guarantee.

Chairman Ficarra asked about the Section 8 vouchers.

Counsel Corrison stated that they are specific to the building.

Executive Director Brightman stated that the resident can request to move after a certain amount of time.

Counsel Corrison stated that when people leave, the vouchers stay with the building.

NEW BUSINESS

a) Reso #2788 – Adopting Monthly Bill List for May 2016

Motion moved by Commissioner Rosario and seconded by Commissioner Kenny to adopt Resolution #2788.

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

The Chair thereupon declared said motion approved.

b) Reso #2789 – Designate William Katchen, CPA, as Fee Accountant from 6/11/16 to 6/10/17 for an Amount not to Exceed \$34,800

Motion moved by Commissioner Kenny and seconded by Commissioner Rosario to adopt Resolution #2789.

Discussion

Chairman Ficarra stated that an updated resolution was just handed out and now we have the score.

ROLL CALL: Barbee Kenny Michelson Rosario Shah Briante Ficarra
AYES: Kenny Michelson Rosario Shah Ficarra

NAYS: None
Abstain: None
Absent: Barbee Briante

The Chair thereupon declared said motion approved.
Chairman Ficarra congratulated Mr. Katchen.

Mr. Katchen thanked the Board.

- c) Reso #2790 – Designate General Counsel Services to Breslin & Breslin from 6/1/16 to 5/31/16

Motion moved by Commissioner Kenny and seconded by Commissioner Michelson to adopt Resolution #2790.

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

The Chair thereupon declared said motion approved.

Counsel Corrison thanked the Board but asked that Breslin & Breslin be placed in the resolution as Terrence Corrison is not the firm name.

- d) Reso #2791 – A & E Professional Services for the Replacement of the Kitchen Cabinets & Air Conditioning Sleeves at Adams Towers

Motion moved by Commissioner Kenny and seconded by Commissioner Shah to adopt Resolution #2791.

Discussion

Chairman Ficarra stated that an updated resolution was just handed out and now we have the score.

Chairman Ficarra stated that it looks like we have a satisfactory relationship with Aparri as the score is 96.

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

The Chair thereupon declared said motion approved.

- e) Reso #2792 – A & E Professional Services for the Roof & Drain Pipe Replacements at Olsen & Finn Towers

Motion moved by Commissioner Rosario and seconded by Commissioner Shah to adopt Resolution #2792.

Discussion

Chairman Ficarra stated that an updated resolution was just handed out and now we have the score.

Commissioner Kenny asked if we recently did the roof at Finn.

Maintenance Manager Yannuzzi stated that the roof is completed at Finn.

Chairman Ficarra asked if the roofs are alright.

Counsel Corrison stated that these are flat roofs.

Executive Director Brightman stated that this is for new roof replacement at Finn and Olsen and there is a new code for the drain pipes as flat roofs pond for Cooper and Olsen.

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

The Chair thereupon declared said motion approved.

f) Reso #2793 - Authorizing the E.D. to Pay the Monthly Bill List for June, July and August 2016

Motion moved by Commissioner Rosario and seconded by Commissioner Kenny to adopt Resolution #2793.

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

The Chair thereupon declared said motion approved.

g) Reso #2794 - Authorizing the WHA to Enter into a Cooperative Pricing Agreement with the Township for a Period of Two Years 4/19/16-4/18/19

Motion moved by Commissioner Michelson and seconded by Commissioner Rosario to adopt Resolution #2794.

Discussion

Chairman Ficarra stated that this is to renew our agreement with the Township and asked Maintenance Manager Yannuzzi how it was working.

Maintenance Manager Yannuzzi stated that it is working out just fine.

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

The Chair thereupon declared said motion approved.

h) Reso #2795 – Housing Authority of the Township of Woodbridge’s Budget Reso for FY 10/1/16 to 9/30/17

Motion moved by Commissioner Shah and seconded by Commissioner Michelson to adopt Resolution #2795.

Discussion

Mr. Katchen stated that the budget is due on or before August 1, 2016 and there are no summer meetings and that is why the resolution needs approval tonight. He stated initially the resolution is considered for approval and for the Executive Director’s signature and then if there are no comments by the State it is adopted after State review. He stated that the state wants to know if we anticipate a deficit and we do not. He further explained the budget in detail to the commissioners. He also stated that we will have a complicated year or two with the conversion to RAD.

Commissioner Kenny stated that the State is requiring agencies to list the pension payments as an expense.

Mr. Katchen replied by having the commissioners look at page F8 and explained what is required. He mentioned that the State had to hire an accounting firm to see what part of the pension is funded.

Commissioner Shah asked what happens regarding funding pensions.

Mr. Katchen replied that it stays with the Authority and the bill is paid and if 10 years down the road the Authority dissolves the Township would pick up the bill.

Executive Director Brightman stated that currently the Authority pays healthcare benefits for 7 retirees and that there are only 3 more employees eligible for health benefits. Also, when we convert to RAD, Ingerman will be paying for 8 employees; however, their total health costs will not be fully reimbursed.

Commissioner Kenny stated that this take the burden off the State if we go belly up.

Chairman Ficarra asked if the payment varies.

Mr. Katchen stated that it does.

Commissioner Kenny asked how many years are required by an employee.

Mr. Katchen assumes that it would be 25 years but it is a complicated formula.

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

The Chair thereupon declared said motion approved.

- i) Reso #2796 - Housing Authority of the Township of Woodbridge's Operating Budget Reso Approving the AMP Budget for FYE 9/30/17

Motion moved by Commissioner Shah and seconded by Commissioner Michelson to adopt Resolution #2796.

Discussion

Mr. Katchen stated that HUD requires this resolution and that it is identical to the prior resolution. He stated that there is a lack of Congress funding appropriations (85%) but a higher level of funding from RAD will be forthcoming upon conversion.

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

The Chair thereupon declared said motion approved.

- j) Reso #2797 – Renew Contract for the Meal Delivery Program at Stern, Adams and Finn Towers through 6/30/17

Motion moved by Commissioner Rosario and seconded by Commissioner Michelson to adopt Resolution #2797.

Discussion

Chairman Ficarra stated that we are receiving this resolution tonight since we do not have meetings in the summer and the program needs to be renewed. He stated that the meals will be the same price.

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

The Chair thereupon declared said motion approved.

Commissioner Comments

Commissioners Kenny and Rosario wished all the dad's a Happy Father's Day.

Council Corrison thanked the commissioners for their vote of confidence and stated that it is a pleasure working with them and wished all an enjoyable summer.

Chairman Ficarra asked Maintenance Manager Yannuzzi about the Town helping with the curbing and concrete at Finn Towers.

Maintenance Manager Yannuzzi stated that they did a very good job.

Commissioner Shah wished all a good summer.

ADJOURNMENT

Motion by Commissioner Shah and seconded by Commissioner Kenny to adjourn at 8:07 PM.

All commissioners present voted in favor.

Donna Brightman
Executive Director/Secretary