

**MINUTES OF A REGULAR MEETING OF THE COMMISSIONERS  
OF THE HOUSING AUTHORITY OF THE TOWNSHIP OF  
WOODBIDGE**



The Commissioners of the Housing Authority of the Township of Woodbridge met in a Regular Session in the community room of Finn Towers, 19 Martin Terrace, Woodbridge, NJ at 7:21 PM on October 7, 2013, the hour and date duly established for the holding of said meeting.

Kathy Blaha read a 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 3, 2012, a copy of this regular meeting setting forth the date, time and location of this 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.

A moment of silence was held.

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

PRESENT

Commissioners:

Gregg Ficarra, Chairman  
John Kenny, Commissioner  
Nayan Parikh, Vice Chair  
Pedro Rosario, Commissioner

Council Liaison:

Brenda Yori Velasco, Councilwoman

Authority General Counsel:

Terrence Corriston, Esq., Breslin & Breslin

Administration:

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

ABSENT

Commissioners:

Mark Barbee, Commissioner  
Terri Briante, Commissioner  
Betsy Rudowski, Commissioner

Administration:

Larry Stecker, Maintenance Director

A motion to approve the minutes of the Regular Meeting held Sept. 9, 2013 was made by Commissioner Kenny and seconded by Commissioner Rosario and upon roll call the vote was as follows:

ROLL CALL: Barbee Briante Kenny Parikh Rosario Rudowski Ficarra  
AYES: Kenny Parikh Rosario Ficarra  
NAYS: None  
Abstain: None  
Absent: Barbee Briante Rudowski

A motion to approve the minutes of the Executive Session Meeting held Sept. 9, 2013 was made by Commissioner Rosario and seconded by Commissioner Kenny and upon roll call the vote was as follows:

ROLL CALL: Barbee Briante Kenny Parikh Rosario Rudowski Ficarra  
AYES: Kenny Parikh Rosario Ficarra  
NAYS: None  
Abstain: None  
Absent: Barbee Briante Rudowski

A motion to approve the minutes of the Special Meeting held Sept. 17, 2013 was made by Commissioner Kenny and seconded by Commissioner Rosario and upon roll call the vote was as follows:

ROLL CALL: Barbee Briante Kenny Parikh Rosario Rudowski Ficarra  
AYES: Kenny Parikh Rosario Ficarra  
NAYS: None  
Abstain: None  
Absent: Barbee Briante Rudowski

#### Public Comment

Elvira Wisnewski, 5G, stated that she has received many complaints about people smoking in the building.

Commissioner Kenny asked if this was from the common areas or the units.

Ms. Wisnewski stated that it comes from the apartments and the stairways. She also stated that a few people drink and then throw their beer and vodka bottles around. She mentioned that there is a nice man that picks them up.

Executive Director Brightman stated that we just had a first eviction take place for smoking and to let us know who it is that is smoking in the building.

Chairman Ficarra stated that even if someone has a hunch to please mention this to Housing Manager Blaha.

Commissioner Kenny stated that we can do inspections.

Housing Manager Blaha stated that we have to give people 48 hours' notice.

Executive Director Brightman stated that we have inspections once a year and also do pest control or repairs.

Commissioner Rosario asked if the drinking takes place at night.

A resident responded that it is all day long.

Commissioner Kenny asked if there is a camera in the area.

Executive Director Brightman responded that there is not.

Steven Rainowitz, 2D, asked if the gazebo can be enclosed for the smokers for the winter months.

Ann Ragera, 4M, asked if when Vinnie Sammartino comes for inspections doesn't he notice the smoke.

Executive Director Brightman responded that if he does, he would notify us.

Virginia Perez, 5D, stated that she notes smoking on one side of the building and this is worse on the weekend. She stated that this comes through the kitchen and bathroom vents and has noted the times when this happens.

Chairman Ficarra stated that she could let us know privately regarding this matter. He stated that smoke rises but the vents are all together. He asked Executive Director Brightman to find out from other Executive Director's what they do about this situation when she meets with them.

Ms. Ramirez, 1K, Finn, asked that the carpeting be taken out in her apartment and mentioned that the counter is too high.

Executive Director Brightman stated that she would need to have a reasonable accommodation and a doctor's note.

Housing Manager Blaha stated that she has a live-in aide.

Ms. Ramirez stated that she does not have her any longer.

## COMMUNICATIONS

Chairman Ficarra reviewed the communications section of the BOC packet. He stated that Gurney Electric is an ongoing matter. He also mentioned that the lawsuit with Saporito was dismissed and thanked Counsel Corriston for his good work. He mentioned that there is a letter from Housing Manager Blaha notifying the tenants about the staff changes in the office.

Bill Jo Swisher stated that this wasn't in her packet.

Executive Director Brightman stated that it should be an insert in the newsletter and will check on this tomorrow.

## REPORT COMMENTS

Chairman Ficarra reviewed the reports.

Councilwoman Velasco asked about the domestic violence matter that was repeated in June and August and asked if this was the same person.

Housing Manager Blaha stated that it wasn't.

Executive Director proudly stated that the WHA received a 96% score for inspections.

Chairman Ficarra congratulated all involved.

Executive Director Brightman stated that a letter was sent to the residents of WGA thanking them.

Bill Jo Swisher stated that she did not receive this either.

Executive Director Brightman stated that this should have been in the newsletter and mentioned that they were delivered by someone doing community service and will check into this matter.

Executive Director Brightman stated that the staff did such a good job and received an excellent score and that she would like to give them a little bonus of \$100 or \$200 as a token of our appreciation.

All commissioners that were present stated that they approved of this.

## **NEW BUSINESS**

### a) Reso #2619 – Annual Notice of Regular Meetings

Motion moved by Commissioner Kenny and seconded by Commissioner Parikh to adopt Resolution #2619.

ROLL CALL: Barbee Briante Kenny Parikh Rosario Rudowski Ficarra  
AYES: Kenny Parikh Rosario Ficarra  
NAYS: None  
Abstain: None  
Absent: Barbee Briante Rudowski

The Chair thereupon declared said motion approved.

### b) Reso #2620 – Revision of Flat Rents

Motion moved by Commissioner Rosario and seconded by Commissioner Kenny to adopt Resolution #2620.

ROLL CALL: Barbee Briante Kenny Parikh Rosario Rudowski Ficarra  
AYES: Kenny Parikh Rosario Ficarra  
NAYS: None

Abstain: None  
Absent: Barbee Briante Rudowski

The Chair thereupon declared said motion approved.

c) Reso #2621 – Annual Update of HCV Utility Allowance

Motion moved by Commissioner Parikh and seconded by Commissioner Rosario to adopt Resolution #2621.

Discussion

Executive Director Brightman stated that there is no change in the allowance.

Chairman Ficarra stated that there is supporting material following the resolution.

ROLL CALL: Barbee Briante Kenny Parikh Rosario Rudowski Ficarra  
AYES: Kenny Parikh Rosario Ficarra  
NAYS: None  
Abstain: None  
Absent: Barbee Briante Rudowski

d) Reso #2622 – Renewal of Public Housing Utility Allowance

Motion moved by Commissioner Rosario and seconded by Commissioner Parikh to adopt Resolution #2622.

Discussion

Executive Director Brightman stated that there are no changes to the amounts.

ROLL CALL: Barbee Briante Kenny Parikh Rosario Rudowski Ficarra  
AYES: Kenny Parikh Rosario Ficarra  
NAYS: None  
Abstain: None  
Absent: Barbee Briante Rudowski

The Chair thereupon declared said motion approved.

e) Reso #2623 – Application for and Acceptance of FY2012 HCV FSS Program Coordinator Grant

Motion moved by Commissioner Kenny and seconded by Commissioner Rosario to adopt Resolution #2623.

ROLL CALL: Barbee Briante Kenny Parikh Rosario Rudowski Ficarra  
AYES: Kenny Parikh Rosario Ficarra  
NAYS: None  
Abstain: None

Absent: Barbee Briante Rudowski

The Chair thereupon declared said motion approved.

f) Reso #2624 – Award Contract for Heating, Ventilation and Air Conditioning (HVAC) Contractor

Motion moved by Commissioner Parikh and seconded by Commissioner Rosario to adopt Resolution #2624.

ROLL CALL: Barbee Briante Kenny Parikh Rosario Rudowski Ficarra  
AYES: Kenny Parikh Rosario Ficarra  
NAYS: None  
Abstain: None  
Absent: Barbee Briante Rudowski

The Chair thereupon declared said motion approved.

g) Reso #2625 – Extend Contract for Painting Contractor

Motion moved by Commissioner Rosario and seconded by Commissioner Parikh to adopt Resolution #2625.

Discussion

Chairman Ficarra asked if this person does good work.

Maintenance Manager Yannuzzi responded that he does pretty good work and is also monitored.

ROLL CALL: Barbee Briante Kenny Parikh Rosario Rudowski Ficarra  
AYES: Kenny Parikh Rosario Ficarra  
NAYS: None  
Abstain: None  
Absent: Barbee Briante Rudowski

The Chair thereupon declared said motion approved.

h) Reso #2626 – Adopting Monthly Bill List

Motion moved by Commissioner Rosario and seconded by Commissioner Kenny to adopt Resolution #2626.

ROLL CALL: Barbee Briante Kenny Parikh Rosario Rudowski Ficarra  
AYES: Kenny Parikh Rosario Ficarra  
NAYS: None  
Abstain: None  
Absent: Barbee Briante Rudowski

The Chair thereupon declared said motion approved.

i) Reso #2627 – RAD Consulting 2013

Motion moved by Commissioner Kenny and seconded by Commissioner Parikh to adopt Resolution #2627.

Discussion

Executive Director Brightman stated that she put something regarding this in the packet last month and went on to explain how this would work and that if we go forward it will go out for public comment.

Chairman Ficarra stated that this group gets us in the ball game.

Executive Director Brightman stated that this is a competitive process.

Councilwoman Velasco asked if this company has experience with RAD.

Executive Director Brightman stated that they filed 36 applications.

Commissioner Parikh asked how much this will cost us.

Executive Director Brightman responded that it will be \$9,000 to prepare the assessment.

ROLL CALL: Barbee Briante Kenny Parikh Rosario Rudowski Ficarra  
AYES: Kenny Parikh Rosario Ficarra  
NAYS: None  
Abstain: None  
Absent: Barbee Briante Rudowski

The Chair thereupon declared said motion approved.

j) Reso #2628 – Reso to Adopt the Budget

Motion moved by Commissioner Rosario and seconded by Commissioner Parikh to adopt Resolution #2628.

Discussion

Executive Director Brightman stated that the budget was just approved today and we were asked by the State to adopt it this evening through resolution.

ROLL CALL: Barbee Briante Kenny Parikh Rosario Rudowski Ficarra  
AYES: Kenny Parikh Rosario Ficarra  
NAYS: None  
Abstain: None  
Absent: Barbee Briante Rudowski

The Chair thereupon declared said motion approved.

## COMMENTS

Councilwoman Velasco stated that there will be a Veteran's Day Parade on November 10 and that during the Halloween season there will be ghost walks.

Commissioner Rosario stated that he has only one more course to complete and that they cancelled the one he was scheduled to attend but will be taking the same course in December at Rutgers.

All of the commissioners in attendance congratulated Chairman Ficarra and Vice Chair Parikh upon their reappointment.

Commissioner Parikh thanked everyone for his reappointment.

Counsel Corrison stated that at the last meeting a resident asked about the 14 days a year with relationship to housing and mentioned that this is not a HUD requirement and that they allow agencies to make their own ruling. He stated that all of the agencies that he knows go by the 14 days per year.

Counsel Corrison stated that Commissioner Rudowski asked him to look at the agreements regarding the staff and Highland Park and that he found them to be acceptable.

Chairman Ficarra stated that we now have the ability to look into the 14 day ruling if need be.

Counsel Corrison stated that we have exceptions to the rule, i.e., if someone is sick.

Executive Director Brightman stated that other than the last meeting, we have not had any comments from tenants regarding this situation.

Executive Director Brightman then spoke of the boilers in the buildings in relationship to the upcoming winter months. She also stated that the insurance company will be paying our claim for the WGA electric bill. She mentioned that Bernie McLaughlin has officially ended his Cooper/Olsen project and will be working for us 8 hours per week. She stated that we applied for the ROSS grant but did not receive it and that Kelley Williams has been laid off.

## **ADJOURNMENT**

Motion by Commissioner Parikh and seconded by Commissioner Rosario to adjourn at 8:05 PM.

All commissioners present voted in favor.

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Donna Brightman  
Executive Director/Secretary