

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 7:00 PM on December 3, 2018, the hour and date duly established for the holding of such meeting.

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

Executive Director Brightman 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 9, 2018, a copy of the notice of this meeting setting forth the date, time and location of this rescheduled meeting was posted on the Housing Authority's official designated bulletin board located at 10 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:

Sharad Agarwal, Commissioner
John Kenny, Vice Chair
Jenny Perez-Rosado, Commissioner
Paul Pires, Commissioner
Shontay Walker, Commissioner
Gregg Ficarra, Chairman

Council Liaison:

Lizbeth DeJesus, Councilwoman

Authority General Counsel:

Terrence Corrison, Esq., Breslin & Breslin
(7:03 PM)

Administration:

Donna Brightman, Executive Director
Mike Yannuzzi, Maintenance Manager

ABSENT

Commissioners:

Ryan Michelson, Commissioner

Administration:

Larry Stecker, Maintenance Director
Maureen Guiney, Executive Assistant

Chairman Ficarra introduced the new member of the Board, Paul Pires.

Counsel Corrison swore-in Paul Pires as commissioner and administered the Oath of Office.

Commissioner Pires told the group a little bit about himself.

A motion to approve the minutes of the Regular Meeting held on November 13, 2018 was made by Commissioner Agarwal and seconded by Commissioner Walker and upon roll call the vote was as follows:

ROLL CALL: Agarwal Kenny Michelson Perez-Rosado Pires Walker Ficarra
AYES: Agarwal Kenny Perez-Rosado Pires Walker Ficarra
NAYS: None
Abstain: None
Absent: Michelson

PUBLIC COMMENT

Carol Lightner, 4F, spoke about the garbage room being closed on weekends and that the building houses elderly and disabled who need access to the room and who cannot walk outside safely to the dumpster.

Michael Simonet, 2B, said people can't reach the dumpsters in order to dispose of the garbage.

Patricia Mackintosh, 2L, stated that people are leaving garbage all around the building which is causing a mice and roach problem.

Mr. Simonet, 2B, stated that the building's common areas look too institutionalized but that the apartments are nice. He stated that the building needs paint and the community room needs new blinds.

Devendra Parikh, 2E, stated that the other buildings are nicer than Cooper and they have pool tables and big screen TV's.

Executive Director Brightman stated that is because they have or had active resident councils that purchased these items. Cooper does not have a resident council.

Ms. Mackintosh stated that there is black stuff that comes up from the laminate floors. She also expressed concern for those that have incontinence issues and them not being able to empty the garbage...it will smell and attract bugs.

Mr. Simonet stated that the elevator failed today and it breaks quite frequently.

Commissioner Kenny suggested that the staff contact JIF to get suggestions about the garbage issue.

Ms. Lightner said this issue needs to be resolved before winter sets in.

Mr. Simonet stated that the kitchen counters are wobbling and expressed a concern about asbestos in the ceilings.

Maintenance Manager Yannuzzi stated that they are being repaired.

Chairman Ficarra encouraged the residents to form a council.

Kenny Parekh, 4D, stated that housing won't let him have guests.

Executive Director Brightman stated that she will follow-up.

COMMUNICATIONS - none

REPORTS

Chairman Ficarra thanked Kathi DiTomasso and Larry Stecker for handling the Authority's affairs while Executive Director Brightman was on vacation.

NEW BUSINESS

- a) Reso #2969 – Application for and Acceptance of FY2017 HCV FSS Program Coordinator Grant

Motion moved by Commissioner Rosado and seconded by Commissioner Walker to adopt Resolution #2969.

ROLL CALL: Agarwal Kenny Michelson Perez-Rosado Pires Walker Ficarra
AYES: Agarwal Kenny Perez-Rosado Pires Walker Ficarra
NAYS: None
Abstain: None
Absent: Michelson

The Chair thereupon declared said motion approved.

- b) Reso #2970 – Reso Amending the Personnel Policy and Employee Handbook as Required by the State of NJ

Motion moved by Commissioner Rosado and seconded by Commissioner Agarwal to adopt Resolution #2970.

Discussion

Executive Director Brightman explained that the policy was changed in light of the new state law regarding sick time.

Counsel Corrison stated that the new law expands on the situations whereby someone may take sick leave such as caring for a family member.

ROLL CALL: Agarwal Kenny Michelson Perez-Rosado Pires Walker Ficarra
AYES: Agarwal Kenny Perez-Rosado Walker Ficarra
NAYS: None
Abstain: None
Absent: Michelson

The Chair thereupon declared said motion approved.

- c) Reso #2971 – Adopting Monthly Bill List for November 2018

Motion moved by Commissioner Kenny and seconded by Commissioner Walker to adopt Resolution #2971.

ROLL CALL: Agarwal Kenny Michelson Perez-Rosado Pires Walker Ficarra
AYES: Agarwal Kenny Perez-Rosado Walker Ficarra
NAYS: None

Abstain: None
Absent: Michelson

The Chair thereupon declared said motion approved.

d) Reso #2972 – Award Change Order #1 for the Roof Replacements at Finn & Olsen Towers & Drain Pipe Replacements at Olsen & Cooper Towers in the Amount of \$11,200

Motion moved by Commissioner Walker and seconded by Commissioner Agarwal to adopt Resolution #2972.

ROLL CALL: Agarwal Kenny Michelson Perez-Rosado Pires Walker Ficarra
AYES: Agarwal Kenny Perez-Rosado Pires Walker Ficarra
NAYS: None
Abstain: None
Absent: Michelson

The Chair thereupon declared said motion approved.

e) Reso #2973 – Award Contract for the Installation & Monitoring of a Wireless Medical Alert System at Finn, Adams, Cooper, Olsen & Greiner Towers to Life Station, Inc. for \$133,500.00.

Motion moved by Commissioner Walker and seconded by Commissioner Kenny to adopt Resolution #2973.

Discussion

Executive Director Brightman stated that the bids were reviewed by the A/E who recommended Life Station.

Commissioner Kenny asked how this system will be different from what we have.

Executive Director Brightman responded that the main difference will be that instead of going directly to 911, the calls will be monitored by Life Station. Currently, if a pull cord is triggered accidentally there is no way to stop the emergency personnel from going to the building. The false alarms will be monitored and cancelled and only real emergency calls will be dispatched.

ROLL CALL: Agarwal Kenny Michelson Perez-Rosado Pires Walker Ficarra
AYES: Agarwal Kenny Perez-Rosado Pires Walker Ficarra
NAYS: None
Abstain: None
Absent: Michelson

The Chair thereupon declared said motion approved.

f) Reso #2974 – Award Contract for the Replacement of Exit Doors at Finn, Adams, Cooper, Olsen & Greiner Towers to C&M Door Controls, Inc. for \$76,100.00

Motion moved by Commissioner Walker and seconded by Commissioner Rosado to adopt Resolution #2974.

Discussion

Executive Director Brightman stated that these bids were reviewed by the A/E who made the recommendation to hire C&M Door Controls.

ROLL CALL: Agarwal Kenny Michelson Perez-Rosado Pires Walker Ficarra
AYES: Agarwal Kenny Perez-Rosado Pires Walker Ficarra
NAYS: None
Abstain: None
Absent: Michelson

The Chair thereupon declared said motion approved.

g) Reso #2975 – Resolution Adding December 24, 2018 to the List of Paid Holidays

Motion moved by Commissioner Walker and seconded by Commissioner Rosado to adopt Resolution #2975.

ROLL CALL: Agarwal Kenny Michelson Perez-Rosado Pires Walker Ficarra
AYES: Agarwal Kenny Perez-Rosado Pires Walker Ficarra
NAYS: None
Abstain: None
Absent: Michelson

The Chair thereupon declared said motion approved.

COMMISSIONER COMMENTS

The Commissioners and the Executive Director discussed the garbage issue.

Executive Director Brightman stated that initially residents in all buildings resisted the change and; whereas, they spitefully were leaving garbage in the hallways. Now, two months later the problem has corrected itself and residents are complying with the new garbage rules. This change was instituted due to the new union contract, whereby we now have to pay time-and-a-half for all work done after hours. Formerly, we gave a reduced rent to maintenance staff in lieu of one week per month on-call. We can no longer offer that as Bunns Lane is now managed by Ingerman and they do not want to give us four apartments for our maintenance staff.

Executive Director Brightman went on to say that it is costing the Authority anywhere from \$600 to \$1,000 for the weekly on-call after hours overtime and that we simply cannot offer to add another 6 to 8 hours to empty garbage on weekends. She stated that she does not feel it is unreasonable for tenants to store the garbage in their apartments during that time period.

Commissioners expressed a concern about residents hurting themselves trying to access the dumpsters and asked Counsel Corriston his opinion.

Counsel Corrison stated the closing of the garbage rooms on weekends does not present a liability to the Authority. The Authority should offer a reasonable accommodation to any tenant that cannot take their garbage to the garbage room.

Executive Director Brightman stated that she will continue to think of solutions to address the concerns.

Commissioner Rosado gave out invitation to David's Touch Holiday affair.

COUNCIL COMMENTS

Councilwoman DeJesus wished all a Happy Holiday.

ADJOURNMENT

Motion by Commissioner Walker and seconded by Commissioner Agarwal to adjourn at 8:15 PM.

All commissioners present voted in favor.

Donna Brightman
Executive Director/Secretary