

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 Olsen Towers, 555 New Brunswick Ave., NJ, in the Township of Woodbridge, New Jersey at 7:00 PM on April 3, 2017, 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.

Maureen 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 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 (7:05)
Ryan Michelson, Commissioner (7:05)
Rukmal Rupasinghe, Commissioner
Ketan Shah, Commissioner
Shontay Walker, 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:

Pedro Rosario, Commissioner

Council Liaison:

Lizbeth DeJesus, Councilwoman

Administration:

Larry Stecker, Maintenance Director
Kathy Blaha, Housing Director

A motion to approve the minutes of the Regular Meeting held on March 6, 2017 was made by Commissioner Shah and seconded by Commissioner Kenny and upon roll call the vote was as follows:

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

Abstain: None
Absent: Rosario

PUBLIC COMMENT

Frank Kelleman, 5M, stated that he wants cameras in the hallway as people are coming in through the fire exits.

Executive Director Brightman stated that there is a camera in place that monitors the door.

A tenant said that people are coming up the ramp.

Chairman Ficarra asked who see the tapes.

Mr. Kelleman stated that Dan Schwenzer does.

A tenant stated that people are coming into the building with someone's card and using the washing machine.

Chairman Ficarra stated that we will look into the matter.

Julianna Molte, 3C, stated that she has been asking about tree branches hitting the building and squirrels coming into apartments for over a year now.

Maintenance Manager Yannuzzi stated that the Township is backed-up with tree requests and they will get back to us.

Chairman Ficarra asked Maintenance Manager Yannuzzi who he spoke to at the Township.

Maintenance Manager Yannuzzi responded, Carmen Barbato.

Chairman Ficarra stated that he will follow-up with this matter.

June Martin, 2H, stated that she has been in the building for 18 years and someone rammed her car and it cost \$708 as they busted the back bumper and underneath the car. She stated that this happened in the parking lot. She mentioned that she thinks it was done by someone who just moved in and has a parking spot next to hers. She stated that red paint was on her car and they painted over it with white paint.

Executive Director Brightman asked if she called the Police.

Ms. Martin stated that she did not.

Executive Director Brightman stated that she should have called the Police because they could have done an investigation.

Chairman Ficarra stated that he felt badly about this but there is nothing that can be done now.

Helen Kramer, 3A, stated that she needs help with MCAT since as of February 6 she was told to get a note from her doctor about bringing her shopping cart on the bus. She stated that the driver was new and would not take her shopping cart on the bus. She mentioned that she got a note from her doctor because she needs the cart for balance and that she mailed the note on February 8th. She waited 1½ weeks and then called and was told that the Director has to look at the note. She mentioned that she called three times to no avail.

Chairman Ficarra asked who she spoke to.

Ms. Kramer stated that it was Philip Sheridan -732-745-4029.

Executive Director Brightman asked Commissioner Kenny to give his brother who is a Freeholder a call so that he can look into the matter.

Commissioner Kenny stated that he will do that.

Chairman Ficarra stated that we don't control MCAT but will advocate for her. He stated that there have been numerous complaints against MCAT and will let the Mayor know.

Helen Kramer then gave him her phone number.

Mary Toth, 1A, asked if new resident's name can be posted somewhere.

Executive Director Brightman stated the Resident Council does this but Olsen does not have one.

A resident spoke of people coming into the building that they do not know.

Executive Director Brightman stated that they should let Melanie Oliveras know about this.

The resident stated that it is a night time thing.

Chairman Ficarra stated that the resident should still let Melanie know about this the following day and call the Police, if necessary.

A conversation ensued regarding the benefits of a resident council.

Mary Toth then asked about the windows and said they were dirty and needed to be washed.

Chairman Ficarra stated that we need to get on a schedule regarding this.

Marguerite Gross, 5A, thanked maintenance, in particular, Elaine Lombardi, for giving her a clean home.

Mary Toth and Terry Bridgewater, 4F, also stated that Elaine does an excellent job keeping the building clean.

COMMUNICATIONS

Notice to the WHA residents regarding parking:

Chairman Ficarra asked if the environment is better.

Executive Director Brightman stated that we are now allowed to park on both sides of the street, for now.

REPORTS

EPC-Constellation:

Chairman Ficarra spoke of the EPC – Constellation and asked about the bottom net cost savings overall for all the buildings - \$140,000 for this cycle.

Executive Director Brightman stated that this is for gas, water and electric and that the biggest savings was for water.

Master Monthly Reports:

Chairman Ficarra stated that the monthly reports are now in a different format and these reports are done by buildings.

Executive Director Brightman stated that the commissioners will have to read each individual report as we no longer have charts.

Chairman Ficarra spoke of Olsen Towers and the second paragraph of the report. He wanted to make sure that our employees are not mistreated.

Executive Director Brightman stated that unfortunately some of our residents have mental health issues.

Chairman Ficarra stated that he wants to make sure that our employees are not in harm's way.

Operating Report:

Commissioner Shah spoke of the operating report and a total expenses amount of \$1,200 and asked where the difference comes from.

Executive Director Brightman stated that this is misleading and needs to be re-characterized before the Audit as it is not always true to form.

Commissioner Shah stated that it looks like we expended more than the receipts.

Executive Director Brightman stated that this is not accurate and in the end it all comes out with the Audit.

Commissioner Shah stated that HUD is cutting budgets.

Executive Director Brightman responded that this is why we are converting to RAD.

Chairman Ficarra stated that we will be more self-sufficient this way.

Executive Director Brightman's report:

Chairman Ficarra stated that we will need to approve resolution #2848 (Approval to Close on Jacob's Landing Phase I)

Commissioner Kenny asked about the impact on the residents regarding terminating the congregate program.

Executive Director Brightman stated that the residents can get meals on wheels. She stated that we are terminating the program due to residents moving out of Stern due to the demolition and that we can no longer afford to supplement the program.

Commissioner Shah asked about Stern Towers.

Executive Director Brightman explained that there are building plans.

Commissioner Kenny stated that this will take at least another year.

Chairman Ficarra stated that the tax credit issue has changed and it is more difficult now.

Commissioner Kenny stated that the plan that Executive Director Brightman is presenting to the Township will be helpful.

Executive Director Brightman stated that the Woodbridge Affordable Housing Corp. is building the new Stern in Port Reading and that a builder has been hired.

Chairman Ficarra stated that there is an affordable housing meeting on Wednesday.

NEW BUSINESS

- a) Reso #2841 – Award Contract for Mason Contractor to CMS Construction, Inc. through 3/31/19

Motion moved by Commissioner Kenny and seconded by Commissioner Rupasinghe to adopt Resolution #2841.

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

The Chair thereupon declared said motion approved.

- b) Reso #2842 – Reso Authorizing the ED to Enter into a Contract with HPHA for Management Services

Motion moved by Commissioner Walker and seconded by Commissioner Michelson to adopt Resolution #2842.

Discussion

Chairman Ficarra asked if this was the same working relationship as before.

Executive Director Brightman responded that it was.

Commissioner Rupasinghe asked Executive Director Brightman if she is managing Highland Park.

Executive Director Brightman responded that she is running the Authority and that managers go over to Highland Park from one to five days a week. She stated that Ms. Pydeski, Ms. DiTomaso and Mr. Yannuzzi go over as needed.

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

The Chair thereupon declared said motion approved.

c) Reso #2843 – Adopting Monthly Bill List for March 2017

Motion moved by Commissioner Walker and seconded by Commissioner Rupasinghe to adopt Resolution #2843.

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

The Chair thereupon declared said motion approved.

d) Reso #2844 – Award Contract for Landscaping Services at all Locations to Total Lawn Care Landscaping Services in the Amount of \$17,975 for the 2017 Landscaping Season

Motion moved by Commissioner Walker and seconded by Commissioner Shah to adopt Resolution #2844.

Discussion

Chairman Ficarra asked if this is a new company.

Executive Director Brightman responded that it is.

Commissioner Shah asked if our landscaper last year was D'Onofrio.

Executive Director Brightman said that it was.

Chairman Ficarra was wondering if this new one is connected to D'Onofrio.

Commissioner Rupasinghe asked if the price was public knowledge.

Executive Director Brightman stated that the opening is public.

Counsel Corrison stated that a public notice is given and a bid is available and the submission is done privately but open publically.

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

The Chair thereupon declared said motion approved.

e) Reso #2845 – Re-designate a Custodian & Cost of Government Records

Motion moved by Commissioner Rupasinghe and seconded by Commissioner Michelson to adopt Resolution #2845.

Discussion

Chairman Ficarra asked if this is the same person.

Executive Director Brightman responded that it is not as Kathy Blaha is leaving and that will be applicable for the next resolution as well.

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

The Chair thereupon declared said motion approved.

f) Reso #2846 – Designate a Custodian of Government Records/Criminal Records

Motion moved by Commissioner Michelson and seconded by Commissioner Shah to adopt Resolution #2846.

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

The Chair thereupon declared said motion approved.

g) Reso #2847 – Award Contract for Boiler Repair Contractor to Kelin Heating & Air from 4/1/17 through 3/31/18

Motion moved by Commissioner Michelson and seconded by Commissioner Rupasinghe to adopt Resolution #2847.

Discussion

Chairman Ficarra asked if we have a history with them.

Maintenance Manager Yannuzzi answered for the last 3 years.

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

Absent: Rosario

The Chair thereupon declared said motion approved.

h) Reso #2848 – Approval to Close on Jacobs Landing Phase I

Motion moved by Commissioner Michelson and seconded by Commissioner Rupasinghe to adopt Resolution #2848.

Discussion

Chairman Ficarra stated that these are the closing costs and it has not been an easy road for Executive Director Brightman and her team.

Commissioner Kenny asked if there was any conflict.

Counsel Corrison responded, not that he knows of but he doesn't know if there is a conflict with the WAHC.

Executive Director Brightman responded, no.

Commissioner Kenny stated that the WAHC is giving Ingerman 1.25 million dollars.

Executive Director Brightman stated that we are hiring a construction company and the contract is with WAHC, not Ingerman.

Counsel Corrison advised Commissioner Kenny that if he is not comfortable voting on the resolution to please abstain.

Chairman Ficarra stated that if he and Commissioner Kenny vote on this resolution that there may be problems later.

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

The Chair thereupon declared said motion approved.

Comments

Commissioner Shah stated that he was glad that there was no more snow.

Commissioner Kenny stated that spring is right around the corner and wished all a Happy Easter.

Executive Director Brightman stated that the demolition is schedule for the 13th of this month.

Chairman Ficarra asked Executive Director Brightman to send the invitation out to the commissioners.

Chairman Ficarra stated that Ingerman has tough business people and that promises that were mapped out were reneged on but Executive Director Brightman held her ground and prevailed. He stated that he was on the verge of calling all of the commissioners regarding this matter.

ADJOURNMENT

Motion by Commissioner Kenny and seconded by Commissioner Shah to adjourn at 8:17 PM.

All commissioners present voted in favor.

Donna Brightman
Executive Director/Secretary