

**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 conference room of Greiner Towers, 460 Inman Ave., Colonia, NJ at 7:00 PM on April 7, 2014, the hour and date duly established for the holding of said meeting.

Maureen Guiney 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 February 28, 2013, 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.

A moment of silence was held.

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

PRESENT

Commissioners:

Terri Briante, Commissioner
Gregg Ficarra, Chairman
John Kenny, Commissioner (7:12 PM)
Nayan Parikh, Vice Chair
Pedro Rosario, Commissioner
Betsy Rudowski, Commissioner

Authority General Counsel:
Terrence Corriston, Esq., Breslin & Breslin

Council Liaison:
Brenda Yori Velasco, Councilwoman

Administration:
Donna Brightman, Executive Director
Maureen Guiney, Executive Asst.

ABSENT

Commissioners:

Mark Barbee, Commissioner

Administration:
Kathy Blaha, Housing Director
Larry Stecker, Maintenance Director
Mike Yannuzzi, Maintenance Manager

A motion to approve the minutes of the Regular Meeting held on March 5, 2014 was made by Commissioner Rosario and seconded by Commissioner Parikh and upon roll call the vote was as follows:

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

PUBLIC COMMENT

Chairman Ficarra stated that Commissioner Briante was honored by the Elks and congratulated her.

Diane Janasie, apt. #115, stated that the plastic around the gazebo was not done for the winter and that she was unable to get into or out of the back door and she did call in a work order.

Chairman Ficarra asked why she was mentioning this in April.

Ms. Janasie stated that she called in December and February.

Maintenance Manager Yannuzzi stated that she should have called in October. He stated that in order to cover the gazebo in plastic it would cost \$600 to \$700 and that possibly this could be done next year.

Executive Director Brightman stated that only smaller gazebos are covered and that most people smoke outside in the front not back by the gazebo.

Marge Struben, apt. #111, asked what the big deal was as people smoke in their apartments.

Chairman Ficarra stated that we need to have a certain amount of trust for each other.

Executive Director Brightman stated that this is a problem in all of the buildings and that if we find cigarette butts in an apartment there will first be an order to cease, then an order to quit and then they would go to court.

Claire Moore, apt. #221, stated that people that do not belong in the buildings come into it. She stated that strangers were walking the hallways and sleeping in the doorway.

Executive Director Brightman responded that she should call the Police.

Councilwoman Velasco stated that the Police Dept. is going to check on the building.

Chairman Ficarra stated that when residents see something unusual that they should call the Police.

Marlene Dias, apt. #112, asked about the bathrooms being closed.

Maintenance Manager Yannuzzi stated that they are not open as residents are abusing them and defecating on the walls.

A gentleman asked that if a card game is going on, then the residents cannot use the bathroom.

Executive Director Brightman stated that if someone wants to hold the key while an event takes place then they will be responsible for the bathroom.

Cathy Ward, apt. #209, stated that a person was trying to get into the building and she would not let him in and he told her !!!!!!!!!!! and walked out.

Puspaben Patel, apt. #110, spoke to Nayan openly in her native tongue about her smoke detector, carpet and tiles. She asked about carpeting and if she can have new carpeting.

Maintenance Manager Yannuzzi stated that she cannot.

Ms. Patel stated that it was ripped.

Executive Director Brightman stated that we will look at it and the smoke detector as well.

Marlene Dias asked about the backsplashes and when they will be installed.

Executive Director Brightman stated that this should happen shortly.

Maureen Valarick, apt. #114, stated that the residents cannot get out the back door as it sticks.

A resident stated that if the TV is on then the person cannot get into the building and that the front door sticks.

Marge Struben asked if a notice could be issued for people not to drop coffee cups or cigarette butts on the ground.

Judith Higgins, apt. #314, stated that she put a garbage can outside but it disappeared and that we need a new one.

Ms. Janasie stated that receptacles and garbage cans are on corners and why can't we have one at the bus stop.

Councilwoman Velasco stated that the Town only has so much funding but that she will get a garbage can out there. She asked that the planter outside be watered during the hot summer months.

Ms. Patel asked if she can install a fan.

Maintenance Manager Yannuzzi answered no, but that he will look into it.

Executive Director Brightman stated that the resident has to pay an electrician to install it.

Ms. Janasie asked if they would be sent a bill.

Maintenance Manager Yannuzzi stated that the resident calls for a work order, then we send the electrician and then the payment is added to their rent.

REPORTS

Chairman Ficarra mentioned the second paragraph of the property manager's report and stated that this needs to stop.

Executive Director Brightman stated that Counsel Corrison took care of this and that we have no enforcing power and that residents are calling to complain.

Executive Director Brightman then mentioned paragraph six of the same report and stated that we are working with the Police Dept.

Commissioner Rudowski spoke of paragraph five and asked if the housing designation has been changed.

Executive Director Brightman stated that it has been and that there will be a review period regarding this when the new plan is prepared.

Commissioner Rudowski asked why this has been changed.

Executive Director Brightman stated that the other was not appropriate and that we want to be fair with building accessibility. She is hoping to have this information for the next meeting and it may even be available with the next 1½ weeks.

Chairman Ficarra asked about the audit for the resident council at WGA and mentioned that it was not provided and asked if this was correct.

Executive Director Brightman responded that it was not provided.

Chairman Ficarra asked about the money involved.

Executive Director Brightman stated that the council is now defunct and that we will get our money back.

Commissioner Kenny asked about Executive Director Brightman's report and the many backups in the buildings and asked about the lines.

Maintenance Manager Yannuzzi stated that the residents are not taking the appropriate means to dispose of grease and wipes and this is where the problem is coming from.

Chairman Ficarra then mentioned that Jimmy Harrell retired and also stated that there is a summary of negotiations regarding Maple Tree Manor.

Executive Director Brightman stated that the management contract is up in four more years. She stated that managing the building is more difficult as there are two different versions of management. We are concerned with the tenants and Ingerman is concerned about the bottom line. She stated that the building is 11 years old and that Rose Anne Pelo is an Ingerman employee. She mentioned that Al Adams and Runi Sriwardena are WHA employees and that we brought Al back to WHA. She stated that we have decided to end the actual physical management earlier. She also stated that Ingerman will not currently reimburse employees. She stated that we will receive bonuses and a management fee but end the day-to-day operations earlier than expected.

Commissioner Rudowski asked what we were managing.

Executive Director Brightman responded that it is project based vouchers and that we have no say regarding apartment turnover and that this is fine if we are being paid.

Chairman Ficarra asked if we lost anything financially.

Executive Director Brightman stated that the profit line is constant. However, Ingerman will not pay Runi's salary. She stated that our benefits cost more and that she is changing some of the staff at Highland Park. She mentioned that the maintenance manager in Highland Park has

returned to his previous job and that she has to rearrange staffing. She stated that Runi Sriwardena from Maple Tree will be going to Highland Park.

Commissioner Rudowski asked what her title will be.

Executive Director Brightman stated that it will still be Housing Manager. She stated that money is tighter and that she has to rearrange staff. She mentioned that she has to bring two people that are quasi-management back to the union. She also stated that we have cost center rules to follow and in order to avoid lay-offs this is necessary. Al Adams is also back at WHA. Steve Wieczerszak handed in his resignation and we cannot hire another employee; therefore, Section 8 will be short one person. She mentioned that we will have a slightly different table of organization.

Commissioner Rudowski asked if Runi was satisfied with the move.

Executive Director Brightman stated that she is looking forward to it.

Executive Director Brightman stated that we will only receive a management fee and will no longer be reimbursed for the salary.

Commissioner Rudowski asked if Highland Park can handle this.

Executive Director Brightman responded that they can. She stated that a person left and they saved money (big savings). She also stated that two people will be coming back to the WHA in order to avoid layoffs and that they will be losing their Highland Park stipend.

NEW BUSINESS

a) Reso #2648 – Adopting Monthly Bill List

Motion moved by Commissioner Rosario and seconded by Commissioner Parikh to adopt Resolution #2648.

Discussion

Chairman Ficarra stated that it has been a rough winter on vehicles.

Executive Director Brightman stated that concrete porches are disintegrating at WGA.

Commissioner Rudowski asked about extra money.

Executive Director Brightman responded that we have regular money, not extra money.

Councilwoman Velasco asked about #27744 and why Finn's bill is so high as compared to Adams Towers.

Maintenance Manager Yannuzzi stated that the building has 15 more apartments.

Executive Director Brightman stated that we probably did not get the bill yet.

Chairman Ficarra asked if Executive Director Brightman would email the answer.

Councilwoman Velasco asked about the sewer user fee for Cooper Towers in the amount of \$8,000.

Commissioner Kenny stated that the water bill is higher at Cooper Towers.

Executive Director Brightman stated that there are two people in an apartment at Cooper Towers.

Councilwoman Velasco asked that we get back to her regarding the electric bill.

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

The Chair thereupon declared said motion approved.

b) Reso #2649 – Authorizing the Submission of the WHA’s CFP Formula Grant Amendment

Motion moved by Commissioner Parikh and seconded by Commissioner Briante to adopt Resolution #2649.

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

The Chair thereupon declared said motion approved.

c) Reso #2650 – Appointment of a Fund Commissioner

Motion moved by Commissioner Rosario and seconded by Commissioner Parikh to adopt Resolution #2650.

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

The Chair thereupon declared said motion approved.

At this time Commissioner Rudowski asked if we have enough people to do the Ethics class.

Executive Director Brightman stated that the commissioners need to go on-line to complete this course and print the certification. She stated that we will re-send the information but if you forgot your password then you need to call them.

d) Reso #2651 – Authorizing the Reappointment of the Alternate Fund Commissioner

Motion moved by Commissioner Parikh and seconded by Commissioner Briante to adopt Resolution #2651.

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

The Chair thereupon declared said motion approved.

e) Reso #2652 – Award Labor Counsel Contract

Motion moved by Commissioner Rosario and seconded by Commissioner Kenny to adopt Resolution #2652.

Discussion

Chairman Ficarra thanked Commissioner Kenny for his help with the scoring on this resolution.

Commissioner Rudowski asked if the amount for the labor counsel is \$2,500.

Executive Director Brightman responded that it is and that this is a lump sum. She stated that we received seven RFP's and that four of them had no price; therefore, they lost 15 points. She stated that this is the same labor attorney as last time.

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

The Chair thereupon declared said motion approved.

f) Reso #2653 – Revision of Flat Rents

Motion moved by Commissioner Parikh and seconded by Commissioner Kenny to adopt Resolution #2653.

Discussion

Executive Director Brightman stated that the residents pay either a flat rate or 30% of their income and the rent is based upon bedroom size. She stated that HUD has a new regulation that the rent will be no less than 80% of the fair market value.

Commissioner Rudowski asked if the 90% is accurate.

Executive Director Brightman stated that we set it at 90%.

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

The Chair thereupon declared said motion approved.

g) Reso #2654 – Award Contract for Boiler Repair Contractor

Motion moved by Commissioner Rudowski and seconded by Commissioner Briante to adopt Resolution #2654.

Discussion

Chairman Ficarra asked if this resolution is to have a contractor ready if needed.

Executive Director Brightman stated that this would be any work.

Commissioner Rudowski stated that we used Kelin before.

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

The Chair thereupon declared said motion approved.

Comments from Commissioners

Commissioner Kenny wished all a Happy Easter and a warm spring.

Councilwoman Velasco wished all a Happy Easter and Passover and congratulated Commissioner Briante. She stated that Commissioner Briante will be receiving another plaque from Council on 4/22.

Chairman Ficarra asked that Councilwoman Velasco send a reminder out.

Chairman Ficarra told Councilwoman Velasco that a nice job was done with the clean-up in Colonia and that they had a great day.

Councilwoman Velasco went on to mention all of the people involved with the clean-up.

Commissioner Rudowski stated that it was nice seeing everyone and wished all a Happy Easter and Passover.

Commissioner Briante wished all a Happy Easter and is looking forward to the warm weather with no snow. She thanked the WHA for the plaque.

Counsel Corrison stated that there is a small claims matter against the housing authority. He mentioned that a former employee did not receive her Medicare Part B reimbursement on the day she requested in the first quarter of the month. He stated that this payment should have been made on or about 3/15 and was paid a few days later and she took an issue regarding this matter. He stated that he contacted her and she would not dismiss the matter and is going to court but it is the wrong court. He mentioned that this is her prerogative.

Executive Director Brightman stated that by law we only have to issue a check once per year but the person involved is under a different impression as she wants to receive a check quarterly on the 15th of the month.

Commissioner Rudowski asked if they just can't get a letter.

Counsel Corrison stated that according to employee the judge has to rule on this matter.

Executive Director Brightman stated that we have to go by the ruling of the judge.

Executive Director Brightman stated that last month Commissioner Rudowski asked about the second year saving which was \$676,000 and the first year was \$169,000.

Commissioner Parikh congratulated Commissioner Briante and wished all a Happy Easter. He mentioned that we have a great team.

Commissioner Rosario wished all a Happy Easter and Passover and congratulated Commissioner Briante. He mentioned that his final class will be in a couple of weeks.

ADJOURNMENT

Motion by Commissioner Briante and seconded by Commissioner Rudowski to adjourn at 8:05PM.

All commissioners voted in favor.

Donna Brightman
Executive Director/Secretary