

MINUTES OF A REGULAR SCHEDULED MEETING OF THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE TOWNSHIP OF WOODBRIDGE



The Commissioners of the Housing Authority of the Township of Woodbridge met in a Regular Session in the community center of Finn Towers, 19 Martin Terrace, Woodbridge, NJ at 7:00 PM on November 3, 2014, the hour and date duly established for the holding of said meeting.

Executive Asst. 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 October 8, 2014, 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:

Mark Barbee, Commissioner (7:04 PM)
Terri Briante, Commissioner
Pedro Rosario, Commissioner
Betsy Rudowski, Commissioner
Ketan Shah, Commissioner

Council Liaison:

Brenda Yori Velasco, Councilwoman

Authority General Counsel:

Terrence Corriston, Esq., Breslin & Breslin

Administration:

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

ABSENT

Commissioners:

Gregg Ficarra, Chairman
John Kenny, Commissioner

Administration:

Kathy Blaha, Housing Director

A motion to approve the minutes of the Rescheduled Reorganizational/Regular Meeting held on October 7, 2014 was made by Commissioner Rosario and seconded by Commissioner Briante and upon roll call the vote was as follows:

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

At this time a plaque was presented by Councilwoman Velasco to Ileana Colon for her help with a resident.

Executive Director Brightman stated that Ms. Colon is one of our best employees.

Ms. Colon thanked all for the plaque.

PUBLIC COMMENT

Carol Lietner, 4F, stated that she is representing the residents of Cooper Towers along with the three gentlemen that she came with. She stated that she needs to speak of the garbage situation and that the elderly and disabled people can't get to the dumpsters outside and understands that the garbage chute is definitely shut down. She mentioned that she spoke to Housing Manager Blaha twice and wants to work with the WHA.

Executive Director Brightman stated that when we had Donuts and Discussions we told the residents that the chute would be closed. She stated that we have had lit cigarettes down the chute that caught on fire. She mentioned that they bought a little dumpster for the first floor and a big one for outside and that if anyone needs their garbage picked up they need a reasonable accommodation for such.

Ms. Lietner asked about the people on the 4th and 5th floor.

Again, Executive Director Brightman stated that they need a reasonable accommodation.

Ms. Lietner asked if this would be a doctor's note.

Executive Director Brightman answered that it would be. She also stated that there was a time period in which the garbage chutes were closed. She mentioned that garbage bags break and medical needles are placed down the chutes making a dangerous situation for personnel.

A resident stated that the location is not adequate and wants five barrels, one on each floor.

Executive Director Brightman stated that the buildings are not for people that need assisted living but if you have a reasonable accommodation then we will make an exception.

Ms. Lietner then went on to complaint #2 involving the shopping carts.

Executive Director Brightman stated that this is an insurance liability and we can't have them in the building. She mentioned that people need to purchase their own folding carts. Otherwise, we will not be covered by our insurance carrier.

Further discussion ensued regarding garbage with it being decided that Maintenance Manager Yannuzzi and Housing Manager Blaha will set a date to discuss this with the residents of Cooper Towers.

Ms. Lietner then asked about relatives staying in the building with residents for a period of over 150 days.

Executive Director Brightman stated that she should report this to the office.

Ms. Lietner then mentioned that there has been a third fire in the building from the same apartment in a 6 month period.

Maintenance Manager Yannuzzi stated that Housing Manager Blaha will address this matter.

Elvira Wisnewski, 5G, Finn Towers stated that there is problem with people smoking and drinking and getting drunk and; therefore, throwing bottles in the bushes. She stated that there is no security as everyone has a key.

Executive Director Brightman stated that she can report this through the on-call system after work hours if needed.

Ms. Wisnewski stated that the residents check on each other and that they had a pot luck dinner.

Executive Director Brightman stated that she is happy to see this as Finn and Adams used to be like to the North and South but that Danielle Fusco and Phyllis Wilcher and the resident council president worked together to have a summer picnic and the recent pot luck dinner.

A resident of 4E stated that some stoves are old and her pots slide.

Executive Director Brightman asked if she put a work order in and that maybe it is time to replace the stove.

The resident stated that they did look at the stove.

Executive Director Brightman stated that there is a gentleman that cleans up every morning and she thinks that the council is going to acknowledge him.

The resident of 4M, Finn Towers, stated that the stove is not level.

Executive Director Brightman asked that Ileana look at both stoves and make an assessment. She then asked Maintenance Director Stecker to see if there is an appliance turnover in the 5 year plan.

COMMUNICATIONS

Executive Director Brightman asked if there were any questions regarding the communication section of the packet.

Maintenance Manager Yannuzzi stated that a 150 amp breaker had to be ordered for building #14 and all the residents were given extension cords.

Commissioner Barbee stated that he thinks this breaker is rare.

Maintenance Manager Yannuzzi stated that it is.

Executive Director Brightman stated that the electrical system is 60 years old.

Commissioner Barbee asked if this had to do with the access panel.

Maintenance Manager Yannuzzi stated that it is not but this is the control for all apartments in building #14.

REPORTS

Executive Director Brightman asked if there were any questions regarding reports.

Councilwoman Velasco asked if the issue at Adams Towers was resolved.

Executive Director Brightman stated that Counsel Corrison had to go to court and they are getting a stay.

WHA incident reports:

Councilwoman Velasco asked about #1, #2 and #3 and if this involved a resident of the WGA or visitors.

Executive Director Brightman answered as follows: #1 (visitors), #2 (live there) and #3 (non-tenant received the charges)

Resident Services Report:

Commissioner Rudowski asked about the 418 meals being served compared to 284.

Executive Director Brightman stated that in previous years we were not allowed to solicit for more tenants to be part of the congregate meal program.

Commissioner Rudowski stated that hopefully they like it.

Executive Director Brightman responded that they seem to.

Executive Director Brightman's report:

Commissioner Rudowski thanked Kathi DiTomasso for the report and stated that she received no response from our accountant, Bill Katchen. She then asked if during 2015 this would be going into the log.

Executive Director Brightman stated that it was taken out once and then reimbursed. She mentioned that the leftover was for windows and Cooper's boiler. She mentioned that there is not that much activity.

Executive Director Brightman stated that we are getting prepared for the auditor and thanked Commissioner Rudowski.

Commissioner Rudowski again asked about the turbines and stated that there were no comments at the last meeting. She stated that we purchased three from Greenfield Energy and that she only sees two.

Maintenance Manager Stecker stated that the original turbines were specified as three and during implementation we were not happy with the placement; therefore, we settled on two.

Commissioner Rudowski asked that she be provided with an invoice.

Executive Director Brightman stated that she and Maintenance Director Stecker are very suspicious as to whether it is working. She stated that we are recording its activity until the end of December and then we will get to the bottom of the matter.

Commissioner Rudowski then asked about meters.

Maintenance Director Stecker responded that there are no meters to read.

Executive Director Brightman stated that there has been activity in the past year but doesn't seem to be what it should be.

Commissioner Rudowski asked if it is turned off.

Executive Director Brightman stated that it is not.

Commissioner Rudowski asked for the invoice from Clearfield.

Maintenance Director Stecker stated that this would be Constellation.

Executive Director Brightman stated that many other companies are involved as this was subbed out and that Maintenance Director Stecker will contact them per her request.

Commissioner Rudowski asked if there is a possibility that we paid for three of them.

Maintenance Director Stecker responded that we did not.

Commissioner Rudowski asked if this could be an oversight and spoke further that she is concerned about the roof. She stated that she only saw the turbine work one time and that was two months ago. She mentioned that upon reading the minutes of the last meeting she noticed that no one questioned it.

Executive Director Brightman stated that this was never expected to be a big payback to begin with.

Commissioner Rudowski then asked why we have them.

Maintenance Director Stecker stated that they were received by the person that developed the project.

Commissioner Rudowski then stated that if we do not receive a payback then they sold us a bill of goods and Constellation has to respond.

NEW BUSINESS

a) Reso #2687 – FYE 14 Annual SEMAP Certification Form 52648

Motion moved by Commissioner Barbee and seconded by Commissioner Rosario to adopt Resolution #2687.

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

Abstain: None
Absent: Kenny Ficarra

The Chair thereupon declared said motion approved.

b) Reso #2688 – Designate Auditor FYE 9/30/14

Discussion

Commissioner Rudowski asked if this is the same auditor as last year.

Executive Director Brightman responded that this auditor is from the year before.

Commissioner Rudowski stated that the scoring was very close and she thought that the auditor from last year was very good and had more of a narrative. She stated that she thought they did a good job. She then asked who rated the RFP's.

Executive Director Brightman stated that it was Larry Stecker, Kathi DiTomasso and Kathy Blaha.

Maintenance Director Stecker stated that they are both qualified and that we have to go by the guidelines.

Commissioner Barbee stated that he remembers the commentary from last year but didn't see much of a problem with the prior year's auditor.

Commissioner Rudowski then stated that she will be voting no.

Counsel Corrison stated that both Giampolo and Fallon & Larsen are qualified.

Commissioner Rudowski stated that she has been on the board for eight years and noticed a difference in whereas Fallon's approach raised red flags.

Executive Director Brightman stated that the other auditor has made suggestions for the Authority.

Councilwoman Velasco stated that when a scoring team evaluates proposals they have to go with the highest score; otherwise, we would be open to a legal suit. She also stated that she recalls when Commissioner Rudowski wanted the auditors to change.

Executive Director Brightman stated that this was independent scoring.

Commissioner Barbee stated that this scoring can apply to anything and that he also recalls a similar conversation when Commissioner Rudowski wanted a change with the auditor.

Commissioner Rudowski stated that we just used the one from last year once.

Counsel Corrison stated that there is set scoring process and that unless the board finds a flaw in the process and questions it; we are bound by published guidelines. He stated that the board votes as to how this should be awarded.

Commissioner Rudowski stated that as long as they agree that the process is done correctly.

Councilwoman Velasco stated that we have a scoring of 20 points versus 17 points just on price and that this is not subjective.

Commissioner Shah stated that perhaps Hymanson can do a narrative.

Commissioner Rudowski stated that she did appreciate the narrative that was done last year.

Executive Director Brightman stated that during her 14 years at Woodbridge Housing we have had four different auditors and have had no findings.

Motion moved by Commissioner Rudowski and seconded by Commissioner Barbee to adopt Resolution #2688.

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

The Chair thereupon declared said motion approved.

c) Reso #2689 – Adopting Monthly Bill List

Motion moved by Commissioner Rudowski and seconded by Commissioner Barbee to adopt Resolution #2689.

Discussion

Councilwoman Velasco asked about #28282 – Chairs.

Executive Director Brightman stated that we have not had new chairs in a long time and needed to replenish.

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

The Chair thereupon declared said motion approved.

Comments

Commissioner Barbee stated that it is good to see everybody and appreciates the opportunity to call in when he is away on business.

Councilwoman Velasco stated that there will be a Veteran's parade on November 9th down Main Street and wished Executive Director Brightman good luck on her trip.

Executive Director Brightman stated that Habitat will be working on 100 homes in Nepal and to check on the blog to see how they are doing. She mentioned that Kathy Blaha will be in charge during her absence.

All the commissioners in attendance wished her a successful trip.

ADJOURNMENT

Motion by Commissioner Briante and seconded by Commissioner Rosario to adjourn at 8:10 PM.

All commissioners present voted in favor.

Donna Brightman
Executive Director/Secretary