

MINUTES OF THE RESCHEDULED ANNUAL  
REORGANIZATION/REGULAR MEETING  
OF THE COMMISSIONERS OF THE HOUSING AUTHORITY  
OF THE TOWNSHIP OF WOODBRIDGE

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The Commissioners of the Housing Authority of the Township of Woodbridge held its Rescheduled Annual Reorganization/Regular meeting in the conference room of the Woodbridge Housing Authority, 20 Bunns Lane, Woodbridge, NJ, in the Township of Woodbridge, New Jersey at 5:30 PM on October 7, 2014, 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.

Kathy Blaha 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 Sept. 28, 2014, a copy of the notice of this meeting setting forth the date, time and location of this rescheduled reorganizational and rescheduled 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:

Mark Barbee, Commissioner (phone)  
Terri Briante, Commissioner  
Gregg Ficarra, Chairman  
John Kenny, Commissioner  
Ketan Shah, Commissioner (5:34 PM)

Council Liaison:

Brenda Yori Velasco, Councilwoman

Authority General Counsel:

Terrence Corriston, Esq., Breslin & Breslin

Administration:

Donna Brightman, Executive Director  
Kathy Blaha, Housing Director  
Mike Yannuzzi, Maintenance Manager

ABSENT

Commissioners:

Pedro Rosario, Commissioner  
Betsy Rudowski, Commissioner

Motion to designate Counsel Corrison to be temporary chairperson for the reorganization moved by Commissioner Briante and seconded by Commissioner Kenny, and upon roll call, the vote was as follows:

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

Counsel Corrison opened the floor to nominations for chairperson.

Motion to nominate Commissioner Ficarra for Chairperson of the Housing Authority of the Township of Woodbridge for the ensuing fiscal year moved by Commissioner Kenny and seconded by Commissioner Briante.

Counsel Corrison inquired as to whether there were any more nominations for Chairperson.

There were no more nominations for Chairperson.

Motion to close nominations for Chairperson and elect Chairman Ficarra to be Chairman was moved by Commissioner Kenny and seconded by Commissioner Briante.

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

Counsel Corrison returned the Chair to the Chairman.

Motion to nominate Commissioner Kenny for Vice Chairman moved by Commissioner Ficarra and seconded by Commissioner Briante.

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

There were no more nominations for Vice Chair.

Motion to close nominations for Vice Chairperson and elect Commissioner Kenny as Vice Chair was moved by Commissioner Barbee and seconded by Commissioner Briante.

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

#### **REMARKS FROM ELECTED OFFICERS**

Chairman Ficarra stated that he is pleased to serve another term as chair and he enjoys working with the staff and his fellow Board members.

Commissioner Kenny thanked his fellow Board members.

Commissioner Barbee congratulated Commissioners Ficarra and Kenny.

Commissioner Barbee left the meeting at 5:45 PM and the rescheduled meeting then took place.

A motion to approve the minutes of the Regular Meeting held on September 8, 2014 was made by Commissioner Briante and seconded by Commissioner Kenny and upon roll call the vote was as follows:

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

**PUBLIC COMMENT** – none

### **COMMUNICATIONS**

- Board members agreed to Executive Director Brightman’s request to close the office on 12/26 and 1/2/15 so the staff can have a long holiday weekend. Staff will use one vacation day and not be charged for the other.
- Chairman Ficarra acknowledged the letter sent about Diane Boyle and her good work.
- Chairman Ficarra acknowledged the Constellation information about the wind turbine requested by Commissioner Rudowski.
- Chairman Ficarra noted the memo from Kathi DiTomasso explaining contract costs in the operating budget.
- Chairman Ficarra acknowledged the letter from Counsel Corrison regarding the Pravco settlement instructing release of payment.
- Chairman Ficarra thanked Councilwoman Velasco for having the crosswalks repainted at Adams. He went on to say that pedestrian safety is a concern for the Township and noted that they just applied for a grant.

### **REPORTS**

- Rents Uncollected: Chairman Ficarra commented on high rent collection percentages.
- Housing Manager Reports: Chairman Ficarra commented on Kathy’s explanation of the Designated Housing Plan and also asked where the mini-training was held.

Executive Director Brightman responded that it took place in the office.

- Resident Services Report: Chairman Ficarra commented on Danielle Fusco’s report and that he was happy to see Finn/Adams doing activities together (picnic.)

Councilwoman Velasco commented that she was happy to see the buildings getting along.

Housing Manager Blaha mentioned that they were going to a pot luck dinner as well later this month.

- Executive Director Brightman's report: Executive Director Brightman reported that the Teamsters ratified the contract on 10/2/14.

Councilwoman Velasco asked if the boiler at Cooper was on-line.

Executive Director Brightman stated it is producing heat but additional work is needed.

Chairman Ficarra asked how much the new locks at Stern Towers were going to cost.

Executive Director Brightman responded \$9,000. He commented that we need to err on the side of caution as seniors count on us to provide a safe environment for them.

Commissioner Briante commented that tenants had safety latches on their doors and the fire dept. does not allow them.

Executive Director Brightman stated that she will address the situation.

Chairman Ficarra commented about letting the Marines use the Rec to distribute Toys for Tots.

Executive Director Brightman explained they distribute to Woodbridge families and that they need to produce W2's to qualify.

Chairman Ficarra commented that the staff always goes out of their way for WGA but not all respond. He asked for ideas from Commissioners on how to improve their involvement.

Councilwoman Velasco asked about Section 8 families.

Executive Director Brightman said if we receive additional toys, we contact needy families on Section 8 and we turn the conference room into a "store" for them to "shop." She stated that it was very embarrassing last year when the Fire Dept. purchased coats for WGA children and some did not even show to pick them up. She further commented that the staff just contributed funds to help a young 6 year old on the lane with kidney cancer.

## **NEW BUSINESS**

- a) Reso #2680 – Annual Notice of Regular Meetings

Motion moved by Commissioner Briante and seconded by Commissioner Kenny to adopt Resolution #2680.

### Discussion

Commissioners Ficarra and Kenny stated that they cannot attend the November meeting.

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

The Chair thereupon declared said motion approved.

b) Reso #2681 – Adopting Monthly Bill List

Motion moved by Commissioner Kenny and seconded by Commissioner Shah to adopt Resolution #2681.

#### Discussion

Commissioner Shah asked about the difference in the gas bills.

Executive Director Brightman explained what buildings receive utility reimbursements and which do not.

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

The Chair thereupon declared said motion approved.

c) Reso #2682 – Annual Update of HCV Utility Allowance

Motion moved by Commissioner Kenny and seconded by Commissioner Briante to adopt Resolution #2682.

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

The Chair thereupon declared said motion approved.

d) Reso #2683 – Public Housing Utility Allowance

Motion moved by Commissioner Kenny and seconded by Commissioner Shah to adopt Resolution #2683.

#### Discussion

Executive Director Brightman said this rate is the same as the previous year.

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

The Chair thereupon declared said motion approved.

e) Reso #2684 – Extend Contract for Painting Contractor

Motion moved by Commissioner Briante and seconded by Commissioner Kenny to adopt Resolution #2684.

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

The Chair thereupon declared said motion approved.

f) Reso #2685 – Adopting the Memorandum of Agreement with Teamsters Local Union No. 469 for 10/1/14 through 9/30/17

Motion moved by Commissioner Briante and seconded by Commissioner Kenny to adopt Resolution #2685.

### Discussion

Executive Director Brightman explained the changes – job titles, longevity exclusion for new hires and capped at 5.5 % for existing staff members.

Commissioner Kenny complemented Executive Director Brightman on the contract negotiations.

Councilwoman Velasco complemented Executive Director Brightman on the number of meetings (only three to resolve the contract.)

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

The Chair thereupon declared said motion approved.

g) Reso #2686 – Awarding the WHA Exempt Staff Compensation for 10/1/14 to 9/30/17

Motion moved by Commissioner Kenny and seconded by Commissioner Shah to adopt Resolution #2686.

Discussion

Chairman Ficarra stated it's past practice to mirror the Union Contract for exempt employees so everyone is treated the same.

Commissioner Shah asked what happens if our budget is cut. How do we meet our obligations?

Executive Director Brightman explained that when she came here in 2000, we had 60 employees, now we have 30 and that staff was reduced without layoffs. She mentioned that as a last resort, we have a surplus reserve. This year should not be a problem as the budget included a 2% increase.

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

The Chair thereupon declared said motion approved.

Comments

Councilwoman Velasco congratulated Commissioners Ficarra and Kenny and stated that it is a pleasure to work with everyone.

Commissioner Shah also expressed congratulations.

Counsel Corrison congratulated Commissioners Ficarra and Kenny.

**ADJOURNMENT**

Motion by Commissioner Kenny and seconded by Commissioner Briante to adjourn at 6:20PM.

All commissioners present voted in favor.

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Donna Brightman  
Executive Director/Secretary