

MINUTES OF THE ANNUAL
REORGANIZATION/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 Annual Reorganization/Regular meeting in the community room of Stern Towers, 55 Brook Street in the Township of Woodbridge, New Jersey at 7:00 PM on October 2, 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.

Executive Asst. 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 reorganizational and 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

ABSENT

Commissioners:

John Kenny, Commissioner
Ryan Michelson, Commissioner
Jenny Perez-Rosado, Commissioner
Rukmal Rupasinghe, Commissioner
Ketan Shah, Commissioner
Shontay Walker, Commissioner
Gregg Ficarra, Chairman

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

Council Liaison:
Lizbeth DeJesus, Councilwoman

Administration:

Administration:
Donna Brightman, Executive Director
Maureen Guiney, Executive Asst.
Mike Yannuzzi, Maintenance Manager

Larry Stecker, Maintenance Director

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

ROLL CALL: Kenny Michelson Perez-Rosado Rupasinghe Shah Walker Ficarra
AYES: Kenny Michelson Perez-Rosado Rupasinghe Shah Walker Ficarra
NAYS: None
Abstain: None
Absent: None

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 Michelson and seconded by Commissioner Kenny.

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 was moved by Commissioner Kenny and seconded by Commissioner Shah.

ROLL CALL: Kenny Michelson Perez-Rosado Rupasinghe Shah Walker Ficarra
AYES: Kenny Michelson Perez-Rosado Rupasinghe Shah Walker
NAYS: None
Abstain: Ficarra
Absent: None

Roll call to elect Commissioner Ficarra as Chairman:

ROLL CALL: Kenny Michelson Perez-Rosado Rupasinghe Shah Walker Ficarra
AYES: Kenny Michelson Perez-Rosado Rupasinghe Shah Walker Ficarra
NAYS: None
Abstain: None
Absent: None

Counsel Corrison returned the Chair to the Chairman.

Motion to nominate Commissioner Kenny for Vice Chairman moved by Commissioner Michelson and seconded by Commissioner Shah.

There were no more nominations for Vice Chair.

Motion to close nominations for Vice Chairperson was moved by Commissioner Shah and seconded by Commissioner Rupasinghe.

ROLL CALL: Kenny Michelson Perez-Rosado Rupasinghe Shah Walker Ficarra
AYES: Michelson Perez-Rosado Rupasinghe Shah Walker Ficarra
NAYS: None
Abstain: Kenny
Absent: None

Roll call to elect Commissioner Kenny as Vice Chairman:

ROLL CALL: Kenny Michelson Perez-Rosado Rupasinghe Shah Walker Ficarra
AYES: Michelson Perez-Rosado Rupasinghe Shah Walker Ficarra
NAYS: None

Abstain: Kenny
Absent: None

Chairman Ficarra thanked all for the vote of confidence.

Vice Chairman Kenny also thanked all and has hopes for another good year.

Chairman Ficarra welcomed our new commissioner, Jenny Perez-Rosado.

Commissioner Perez-Rosado stated that she is looking forward to working with us.

A motion to approve the minutes of the Regular Meeting held on September 7, 2017 was made by Commissioner Walker and seconded by Commissioner Rupasinghe and upon roll call the vote was as follows:

ROLL CALL: Kenny Michelson Perez-Rosado Rupasinghe Shah Walker Ficarra
AYES: Kenny Michelson Perez-Rosado Rupasinghe Shah Walker Ficarra
NAYS: None
Abstain: None
Absent: None

PUBLIC COMMENT

Richard Estock, 2H, Stern Towers, asked if the minutes were online.

Executive Director Brightman stated that they are after they are voted on.

Mr. Estock then asked about a letter that the residents received about RAD and asked what capital improvements are being made to this building (Stern.)

Executive Director Brightman answered, none. She stated that we are waiting to close and that the Town will finance the new building by floating bonds. She is hoping to close before the new year and then the developer will start building the new building and it will be ready within a year.

Mr. Estock asked if the zoning was approved.

Executive Director stated that it's in the process.

Mr. Estock asked how many units will the building have.

Executive Director Brightman stated that there will be 60, mostly one bedroom but two tenants need a two bedroom.

Mr. Estock asked if RAD will be Section 8.

Executive Director Brightman responded that it will be project based Section 8.

Mr. Estock asked if this will affect credit ratings.

Executive Director Brightman stated that it stays with the building.

Mr. Estock wanted to know if Section 8 housing would be indicated on credit ratings and then asked about other housing authorities in Middlesex that have RAD.

Executive Director Brightman stated that she doesn't think so regarding the credit ratings and that Highland Park and Perth Amboy also have RAD.

Mr. Estock then asked about the timing with the signing of a new lease.

Executive Director Brightman stated that it depends on how backed-up HUD is with closings.

Mr. Estock stated that the Puerto Rican Action Board needs this information.

Executive Director Brightman stated that he can use his old lease.

Mr. Estock asked about the amenities of the new building.

Executive Director Brightman stated that she doesn't know what they are as a different developer has been selected. She stated that the building would have to meet her expectations, which are high.

Janet Samuels, 5K, Stern Towers, asked if the rent would be the same with RAD.

Executive Director Brightman responded that it would be.

Ms. Samuels asked if there would be fewer apartments on the three floors.

Executive Director Brightman stated that the original plan was for 80 apartments and that she will let the residents know more information as soon as she sees the plans.

Moyra Kalina, 1G, Secretary of the Resident Council, asked if everything would be the same.

Executive Director Brightman stated that it will be brand new and bigger and would be next to the senior center.

Ms. Kalina then asked if she will have the top floor.

Executive Director Brightman stated that she doesn't know. She mentioned that the fairest way would be to put names in a hat but if you can work it out with everybody she will go along with it.

Mr. Estock stated that not all people are part of the resident council and would be concerned about a survey.

Theresa Wessing, 1H, asked if the smoking area could be moved to the other side of the building.

Executive Director Brightman stated that this would not be possible.

Ms. Wessing then asked who made 10/15 as the date to put heat on in the building.

Executive Director Brightman stated that she believes that it is an ordinance as to when the heat goes on. She stated that she always puts it on in September and doesn't wait until October.

Maintenance Manager Yannuzzi stated that the heat is triggered by the censor. If it is less than 60 degrees outside the censor will turn the heat on in the boiler room.

Ms. Wessing stated that she doesn't have any heat.

Chairman Ficarra stated that we can have maintenance look at it.

John Vitaric, 580 Amboy Ave., asked if the square footage in the new building would be larger.

Executive Director Brightman responded that it would be.

Mr. Vitaric then stated that the residents would like to stay in Woodbridge, not Port Reading, and asked why they are taking the building down and how long the waiting list is.

Chairman Ficarra stated that the housing stock is down and that the residents of Stern are being relocated. He also stated that there will be 50 extra apartments on Bunns Lane.

Executive Director Brightman stated that the senior buildings efficiency waiting list is open.

Mr. Vitaric asked what the average time a person has to wait to get an apartment.

Executive Director Brightman explained the point system to him.

Mr. Vitaric stated that he knows of people that have waited two to three years to get housing in Woodbridge.

Executive Director Brightman explained that she finds that hard to believe if they were Woodbridge residents.

Mr. Estock then stated that he believes that a temporary structure should be built for the people that smoke due to the upcoming inclement weather.

Executive Director Brightman stated that this would not be possible.

Mrs. Samuels spoke of transportation involving the new building. She stated that a bus is necessary for shopping and doctor's visits.

Chairman Ficarra stated that discussion has been taking place regarding this.

Councilwoman DeJesus stated that there should be transportation for seniors to go shopping.

Chairman Ficarra stated that there is a plan in-place to meet the necessities of life for the residents of the new building in Port Reading.

Ms. Kalina stated that the lack of shopping is the number one concern.

Chairman Ficarra stated that Councilwoman DeJesus is writing down the concerns of the residents.

Mr. Vitaric asked who will pay for this.

Chairman Ficarra stated that he doesn't know.

Ms. Wessing stated that buses are needed to take people to the doctor.

Chairman Ficarra stated that Woodbridge only provides buses for social events but an ultimate long-term plan will become a necessity regarding transportation.

Jeanette Flores, 1B, Bunns Lane, asked about the parking and mentioned that people living in building #11 are not all on the lease.

Chairman Ficarra asked if they were residents.

Ms. Flores stated that everyone has someone living in their apartment, especially on the weekend and wants to know what the next step is to have this checked out. She stated that she has pictures of the illegal cars to prove it and has shared them with housing. She also stated that Executive Director Brightman has nothing to do with it. She mentioned that someone called housing and complained about her taking pictures and a very disrespectful note was put on her windshield with a drawing. She stated that she tries to do the right thing and that she called the Mayor's office today.

Chairman Ficarra asked if these are illegal residents within Woodbridge Gardens.

Ms. Flores replied, yes.

Chairman Ficarra asked Executive Director Brightman to put their heads together and have a conversation about this.

Executive Director Brightman then stated that the new buildings should be on-line in December and this should free up some parking. She also stated that there is open parking, not assigned parking spaces.

Ms. Flores then stated that there will not be assigned parking?

Executive Director Brightman stated that she will double check on this but as far as she knows it will not be assigned.

Chairman Ficarra asked Ms. Flores to share the information and addresses on the illegals, privately, as we need to follow-up on this.

Executive Director Brightman mentioned that there will be ample parking in the future.

Ms. Flores asked who she should see in the office.

Chairman Ficarra answered Ana Veliz.

Ms. Wessing inquired if there will be assigned parking.

Executive Director Brightman responded that there was assigned parking but probably going forward there will not be for Bunns Lane.

Ms. Flores then asked when demolition will start on the other buildings for Bunns Lane.

Executive Director Brightman answered that they will demolish up to building #11 and then go to buildings #1 to #6.

Maintenance Manager Yannuzzi stated that building #11 will be done in the 3rd phase.

Ms. Flores stated that this could take another 2 years.

Executive Director Brightman stated that Phase 3 is not funded as yet.

Ms. Flores asked why they were doing it like this.

Executive Director Brightman answered that the developer needed more funding.

Chairman Ficarra stated that building #10 is the main building and then again mentioned to Ms. Flores to follow-up with Ana Veliz as information on illegals in housing is a very important matter.

REPORTS

Chairman Ficarra reviewed the report section of the packet and no questions were asked.

NEW BUSINESS

- a) Reso #2884 – Application for and Acceptance of FY2017 HCV FSS Program Coordinator Grant

Motion moved by Commissioner Walker and seconded by Commissioner Rupasinghe to adopt Resolution #2884.

ROLL CALL:	Kenny Michelson	Perez-Rosado	Rupasinghe	Shah	Walker	Ficarra
AYES:	Kenny Michelson	Perez-Rosado	Rupasinghe	Shah	Walker	Ficarra
NAYS:	None					
Abstain:	None					
Absent:	None					

The Chair thereupon declared said motion approved.

b) Reso #2885 - Annual Notice of Regular Meetings 11/17-10/18

Motion moved by Commissioner Walker and seconded by Commissioner Michelson to adopt Resolution #2885.

Discussion

Chairman Ficarra stated that Executive Director Brightman sent a memo regarding the change of the November BOC date to November 13th. He stated that usually the meeting is held the first Monday of the month but since Executive Director Brightman will not be in the Country we will have it on the second Monday. He said that he will not be able to attend the meeting on the 13th and neither will Commissioner Kenny. He then asked Commissioner Michelson to run the meeting.

Commissioner Michelson then thanked Chairman Ficarra.

ROLL CALL: Kenny Michelson Perez-Rosado Rupasinghe Shah Walker Ficarra
AYES: Kenny Michelson Perez-Rosado Rupasinghe Shah Walker Ficarra
NAYS: None
Abstain: None
Absent: None

The Chair thereupon declared said motion approved.

c) Reso #2886 – Designate A/E Professional Services from 11/1/17 to 10/31/18 to LS Engineering Assoc. Corp. (LSEA)

Motion moved by Commissioner Kenny and seconded by Commissioner Michelson to adopt Resolution #2886.

Discussion

Chairman Ficarra stated that the provider is judged by a point system.

ROLL CALL: Kenny Michelson Perez-Rosado Rupasinghe Shah Walker Ficarra
AYES: Kenny Michelson Perez-Rosado Rupasinghe Shah Walker Ficarra
NAYS: None
Abstain: None
Absent: None

The Chair thereupon declared said motion approved.

d) Reso #2887 – Award Auditing Services for YE 9/30/17 to Hymanson, Parnes and Giampolo

Motion moved by Commissioner Michelson and seconded by Commissioner Shah to adopt Resolution #2887.

ROLL CALL: Kenny Michelson Perez-Rosado Rupasinghe Shah Walker Ficarra
AYES: Kenny Michelson Perez-Rosado Rupasinghe Shah Walker Ficarra

NAYS: None
Abstain: None
Absent: None

The Chair thereupon declared said motion approved.

e) Reso #2888 – Reso #2888 – Adopting Monthly Bill List for September 2017

Motion moved by Commissioner Shah and seconded by Commissioner Rupasinghe to adopt Resolution #2888.

ROLL CALL: Kenny Michelson Perez-Rosado Rupasinghe Shah Walker Ficarra
AYES: Kenny Michelson Perez-Rosado Rupasinghe Shah Walker Ficarra
NAYS: None
Abstain: None
Absent: None

The Chair thereupon declared said motion approved.

f) Reso #2889 – Authorizing the ED to Distribute Wages and Benefits to Exempt Employees for the Time Period Dated 10/1/17 to 9/30/18

Motion moved by Commissioner Kenny and seconded by Commissioner Rupasinghe to adopt Resolution #2889.

Discussion

Chairman Ficarra stated that we talked about this at the last meeting.

ROLL CALL: Kenny Michelson Perez-Rosado Rupasinghe Shah Walker Ficarra
AYES: Kenny Michelson Perez-Rosado Rupasinghe Shah Walker Ficarra
NAYS: None
Abstain: None
Absent: None

The Chair thereupon declared said motion approved.

g) Reso #2890 – Reso Authorizing Lawrence Stecker to Sign RAD Documents in Donna Brightman's Absence

Motion moved by Commissioner Michelson and seconded by Commissioner Kenny to adopt Resolution #2890.

Discussion

Executive Director Brightman stated that while she is out of the country and RAD paperwork needs to be signed, Larry Stecker will be in charge of this.

ROLL CALL: Kenny Michelson Perez-Rosado Rupasinghe Shah Walker Ficarra
AYES: Kenny Michelson Perez-Rosado Rupasinghe Shah Walker Ficarra
NAYS: None

Abstain: None
Absent: None

The Chair thereupon declared said motion approved.

h) Reso #2891 – Reso Authorizing the ED to Hire a Service Coordinator

Motion moved by Commissioner Perez-Rosado and seconded by Commissioner Walker to adopt Resolution #2891.

Discussion

Executive Director Brightman explained that this Service Coordinator is needed.

ROLL CALL: Kenny Michelson Perez-Rosado Rupasinghe Shah Walker Ficarra
AYES: Kenny Michelson Perez-Rosado Rupasinghe Shah Walker Ficarra
NAYS: None
Abstain: None
Absent: None

The Chair thereupon declared said motion approved.

Comments

Commissioner Kenny welcomed Commissioner Perez-Rosado.

Councilwoman DeJesus congratulated Commissioner Ficarra and Kenny and stated that they have the residents' interests at heart and thanked them. She welcomed Commissioner Perez-Rosado.

ADJOURNMENT

Motion by Commissioner Kenny and seconded by Commissioner Michelson to adjourn at 8:05 PM.

All commissioners present voted in favor.

Donna Brightman
Executive Director/Secretary