

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., Fords, NJ, in the Township of Woodbridge, New Jersey at 7:00 PM on April 1, 2019, the hour and date duly established for the holding of such meeting.

Chairman Ficarra called the meeting to order, led the Pledge of Allegiance, and held a moment of silence.

Executive Director Brightman 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 9, 2018, 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 10 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:

Sharad Agarwal, Commissioner
John Kenny, Vice Chair (7:25 PM)
Ryan Michelson, Commissioner
Jenny Perez-Rosado, Commissioner
Paul Pires, Commissioner
Shontay Walker, Commissioner
Gregg Ficarra, Chairman

Council Liaison:

Lizbeth DeJesus, Councilwoman

Authority General Counsel:

Terrence Corrison, Esq., Breslin & Breslin

Administration:

Donna Brightman, Executive Director

A motion to approve the minutes of the Regular Meeting held on March 4, 2019 was made by Commissioner Walker and seconded by Commissioner Agarwal and upon roll call the vote was as follows:

ROLL CALL: Agarwal Kenny Michelson Perez-Rosado Pires Walker Ficarra
AYES: Agarwal Michelson Perez-Rosado Pires Walker Ficarra

NAYS: None
Abstain: None
Absent: Kenny

PUBLIC COMMENT

Marie Kaleta, 3Q, stated that we all live together and get along and she wished that more residents attended the meeting.

Bhupen Patel, 4E, and Shirish Badsha, 5H, complained that they did not like the new stoves and that the stove shuts-off before their Indian food is cooked.

Mr. Badsha stated that he wants his old stove back.

Chairman Ficarra stated that it is not an option and that maintenance will be there to check that there stoves are working properly. He stated that the new stoves have an automatic shut-off.

Executive Director Brightman asked them if they read the stove instructions.

The gentlemen replied, yes. Mr. Badsha stated that his aide does his cooking and cleaning.

Chairman Ficarra reiterated that maintenance will check their status.

COMMUNICATIONS

REPORTS

Chairman Ficarra noted all the work Kettly performed and asked that the Board's appreciation be extended to her.

Executive Director's report:

Chairman Ficarra questioned why the staff has to be rotated every two years.

Executive Director Brightman stated that it was required by the Auditor.

Commissioner Agarwal commented that he thought rotating the staff was a good practice.

Chairman Ficarra felt that there was some merit to keeping staff consistent in the buildings.

Executive Director Brightman stated that it's about the files and having different eyes looking at the tenant files on a rotating basis.

Chairman Ficarra noted the personnel changes and the POSHA letter to the staff.

Executive Director Brightman stated that the Kronman closing was scheduled for Thursday.

NEW BUSINESS

a) Reso #2993 – Adopting Monthly Bill List for March 2019

Motion moved by Commissioner Michelson and seconded by Commissioner Agarwal to adopt Resolution #2993.

ROLL CALL: Agarwal Kenny Michelson Perez-Rosado Pires Walker Ficarra
AYES: Agarwal Kenny Michelson Perez-Rosado Pires Walker Ficarra
NAYS: None
Abstain: None
Absent: None

The Chair thereupon declared said motion approved.

b) Reso #2994 – Renew Contract for HQS Inspection Services with Home Stat Inspections, Inc. to April 30, 2021

Motion moved by Commissioner Walker and seconded by Commissioner Pires to adopt Resolution #2994.

Discussion

Chairman Ficarra stated that this is a contract to conduct Housing Quality Inspections (HQS) in the buildings.

ROLL CALL: Agarwal Kenny Michelson Perez-Rosado Pires Walker Ficarra
AYES: Agarwal Kenny Michelson Perez-Rosado Pires Walker Ficarra
NAYS: None
Abstain: None
Absent: None

The Chair thereupon declared said motion approved.

c) Reso #2995 – Approve Contract Amendment and Change Order for the Roof Replacements at Finn & Olsen Towers & the Drain Pipe Replacements at Olsen & Cooper Towers with MTB, LLC for \$10,400

Motion moved by Commissioner Rosado and seconded by Commissioner Walker to adopt Resolution #2995.

Discussion

Counsel Corrison explained that MRB was the lowest bidder by far when the contract was awarded. He further stated that there was an addition error on behalf of the contractor on the bid pricing list. This error was noted by the A/E but was never formerly changed. Therefore, the contract was awarded and adopted by the BOC without addressing the error. This resolution addresses that and states the correct amount of the bid.

Executive Director Brightman stated that this is the fair way to resolve the problem as the original contract was for \$363,740. It was just added incorrectly. The work was performed and there were no issues with the contractor.

ROLL CALL: Agarwal Kenny Michelson Perez-Rosado Pires Walker Ficarra
AYES: Agarwal Kenny Michelson Perez-Rosado Pires Walker Ficarra
NAYS: None
Abstain: None
Absent: None

The Chair thereupon declared said motion approved.

COMMENTS

Commissioner Agarwal stated that he met with the residents at Cooper to discuss the backup issues due to food and grease being released into the drain. He stated that there was a problem with a staff member.

Counsel Corrison stopped Commissioner Agarwal from speaking about personnel and asked him to discuss it with the Director.

Chairman Ficarra thanked Commissioner Agarwal for meeting with the tenants.

Commissioner Michelson stated that he completed the JIF training and that the financial disclosure reports will be due later this month.

Commissioner Walker asked for a clarification.

Executive Director Brightman explained that the JIF training for the insurance bonus is due now and that the Financial Disclosures are due later in the month.

Commissioner Rosado stated that her foundation was doing a fund raiser for a family in need and if anyone knows of such a family to contact her.

Councilwoman DeJesus stated that Red Oak was coming along nicely and there will also be a 350th Town celebration and that summer concerts will be starting soon. Also, the Avenel Arts Center was opening this month.

Executive Director Brightman asked Councilwoman DeJesus to inquire as to whether the Town would paint the Sycamore senior building trim to match the new Red Oak building.

ADJOURNMENT

Motion by Commissioner Rosado and seconded by Commissioner Walker to adjourn at 7:40 PM.

All commissioners present voted in favor.

Donna Brightman
Executive Director/Secretary