

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 a regular meeting via a goto meeting.com/join/358286397 or by calling into 1-408-650-3123, code 358286397 at 7:00 PM on November 9, 2020, the hour and date duly established for the holding of such meeting.

Chairman Ficarra called the meeting to order at 7:01 PM, the Pledge of Allegiance was recited. 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 November 2, 2020, a copy of the notice of this meeting setting forth the date and time of this regular meeting was posted on the Housing Authority's official designated bulletin board located at 800B 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:

Commissioners:

Sharad Agarwal, Commissioner  
Ryan Michelson, Commissioner  
Jenny Perez-Rosado, Commissioner  
Paul Pires, Commissioner  
Shontay Walker, Commissioner  
Gregg Ficarra, Chairman

Jack Kenny, Vice Chair

Council Liaison:  
Lizbeth DeJesus, Councilwoman

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

Administration:  
Donna Brightman, Executive Director

A motion to approve the minutes of the Regular Meeting held on October 5, 2020 was made by Commissioner Agarwal and seconded by Commissioner Rosado 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

A motion to approve the minutes of the Special Meeting held on October 13, 2020 was made by Commissioner Michelson and seconded by Commissioner Pires 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:** none

**COMMUNICATIONS** – none

### **REPORTS**

Chairman Ficarra commented on the amount of work Ms. Giles was doing despite the limitations with COVID and asked that the Executive Director extend the BOC's appreciation.

Chairman Ficarra then asked Executive Director Brightman to give a report since there was not one in the packet.

Executive Director Brightman reported that she purchased UV sanitizers for the offices and community rooms. However, due to the recent upsurge in COVIC cases, the community rooms will remain closed. She also reported that the Governor issued an executive order mandating certain office safety measures in the fight against COVID. She reported that the WHA is in compliance. She also stated that the office will be closed for training when the new software program is installed.

Chairman Ficarra asked if any further information was forthcoming regarding the Cooper fire. Executive Director responded, no, not yet.

### **NEW BUSINESS**

a) Reso #3092 - Adopting Monthly Bill List for the Month of October 2020

Motion moved by Commissioner Walker and seconded by Commissioner Michelson to adopt Resolution #3092.

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

The Chair thereupon declared said motion approved.

b) Reso #3093 - Adopting Monthly Bill List for the Month of October 2020 (Red Oak)

Motion moved by Commissioner Rosado and seconded by Commissioner Agarwal to adopt Resolution #3093.

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

Abstain: None  
Absent: Kenny

The Chair thereupon declared said motion approved.

c) Reso #3094 – Award Contract for Elevator Maintenance & Repair Contractor to Kone Inc. from 12/1/10 to 11/30/22

Motion moved by Commissioner Pires and seconded by Commissioner Walker to adopt Resolution #3094.

#### Discussion

Executive Director Brightman reported that this is a new company and that we previously contracted with Current Elevator.

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

The Chair thereupon declared said motion approved.

d) Reso #3054 REVISED – Reso Terminating the PHA Annual Contributions Contract (ACC) with HUD and Confirming that all Closeout Requirements of the RAD Program have been met

Motion moved by Commissioner Michelson and seconded by Commissioner Rosado to adopt Resolution #3054 REVISED.

#### Discussion

Counsel Corrison explained that HUD requested that we change some language, no substantial change.

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

The Chair thereupon declared said motion approved.

e) Reso #3095 – Award Contract for Pest Control Services to E&G Exterminators from 11/6/20 through 11/5/22 for \$30,096.00

Motion moved by Commissioner Agarwal and seconded by Commissioner Walker to adopt Resolution #3095.

## Discussion

Executive Director Brightman explained that the prior awardee resigned.

Counsel Corrison stated that the WHA used the previous bids as competitive pricing to award this contract as it was below the bid threshold.

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

AYES: Agarwal Michelson Perez-Rosado Pires Walker Ficarra

NAYS: None

Abstain: None

Absent: Kenny

The Chair thereupon declared said motion approved.

## **COMMENTS**

Commissioner Michelson stated that he has nothing to report.

Commissioner Rosado stated that she is not feeling well today. She mentioned that David's Touch is sponsoring a toy drive and she will send us the information.

Commissioner Pires stated that all is good.

Commissioner Walker stated that she is not feeling well either, but all is well.

Commissioner Agarwal stated that he lost 60 pounds! He is concerned about COVID.

Counsel Corrison stated that the State of NJ published new rules for closed meetings and that we need to adopt a policy that addresses it.

Executive Director Brightman stated that if it were not for COVID, she would be in Vietnam now building houses!

## **ADJOURNMENT**

Motion by Commissioner Michelson and seconded by Commissioner Pires to adjourn at 7:28 PM.

All commissioners present voted in favor.

---

Donna Brightman  
Executive Director/Secretary