

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 <https://global.gotomeeting.com/join/330978477>. You can also dial in using your phone.

United States: +1 (312) 757-3121

- One-touch: Access Code: 1-312-757-3121, 330978477#

at 7:00 PM on June 7, 2021, the hour and date duly established for the holding of such meeting.

The meeting was called to order by Chairman Ficarra at 7:00 PM.

Executive Director Brightman read the Notice of Compliance with the Open Public Meetings Act P.L. 1975, C.231 which provided that adequate 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 June 3, 2021, a copy of the notice of this meeting setting forth the date and time of this regular meeting was posted along with an adequate electronic notice providing a meeting link 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. The link for this meeting was also posted on the WHA website.

The pledge of allegiance was recited and a moment of silence took place.

Chairman Ficarra asked that people please keep Nancy Drumm in their prayers.

Upon roll call, those present and absent were as follows:

PRESENT

ABSENT

Commissioners:

Commissioners:

Jack Kenny, Vice Chair  
Ryan Michelson, Commissioner  
Jenny Perez-Rosado, Commissioner  
Paul Pires, Commissioner  
Gregg Ficarra, Chairman

Sharad Agarwal, Commissioner  
Shontay Walker, Commissioner

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

Council Liaison:  
Lizbeth DeJesus, Councilwoman

Administration:  
Donna Brightman, Executive Director

A motion to approve the minutes of the Regular Meeting held on May 3, 2021 was made by Commissioner Pires 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: Kenny Michelson Perez-Rosado Pires Ficarra  
NAYS: None  
Abstain: None  
Absent: Agarwal Walker

**PUBLIC COMMENT:**

A member of the public, Lynn Sawyer from Olsen attended the meeting. She stated that she saw the meeting notice and had never attended a BOC meeting and she was just curious as to what is discussed.

Chairman Ficarra gave her an overview of the BOC agenda. He introduced Council Liaison Lizbeth DeJesus and Counsel Corriston. Executive Director Brightman added that it is the BOC's responsibility to approve policies for the WHA. We have an example of that tonight as the lease is being amended.

**COMMUNICATIONS:** none

**REPORTS:** no comments

**NEW BUSINESS**

a) Reso #3131 - Adopting Monthly Bill List for the Month of May 2021

Motion moved by Commissioner Kenny and seconded by Commissioner Michelson to adopt Resolution #3131.

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

The Chair thereupon declared said motion approved.

b) Reso #3132 – Adopting Monthly Bill List for the Month of May 2021 (Red Oak)

Motion moved by Commissioner Michelson and seconded by Commissioner Pires to adopt Resolution #3132.

Discussion

Executive Director Brightman reported that the bond issue extra payment was now satisfied so we should have extra money going into the account.

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

NAYS: None  
Abstain: None  
Absent: Agarwal Walker

The Chair thereupon declared said motion approved.

c) Reso #3133 – Authorizing the Submission of the WHA Streamlined Annual PHA Plan 2021

Motion moved by Commissioner Rosado and seconded by Commissioner Kenny to adopt Resolution #3133.

Discussion

Chairman Ficarra asked if there was anything new in the plan.

Executive Director Brightman reported that the plan was mainly used to obtain input on how the WHA was planning to spend its Capital Fund money. The Capital Fund was eliminated with the RAD conversion. The plan just covers the voucher program. It's kind of pointless but still a HUD requirement.

Counsel Corrison commented that this requirement was not eliminated in the RAD regs.

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

The Chair thereupon declared said motion approved.

d) Reso #3134 – Adopt a Modified Lease

Motion moved by Commissioner Pires and seconded by Commissioner Michelson to adopt Resolution #3134.

Discussion

Executive Director Brightman stated that initially we used a HUD boiler plate lease for RAD. Over time, we have discovered that necessary items were missing that need to be included such as porting, 180 day notice, smoking policy, move-in policy and the security deposit rules.

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

The Chair thereupon declared said motion approved.

e) Reso #3135 – Award Contract for Window Sealing at Adams and Finn Towers to Balanikas Contracting for \$12,000

Motion moved by Commissioner Kenny and seconded by Commissioner Rosado to adopt Resolution #3135.

### Discussion

Executive Director Brightman stated that these windows leak every time it rains hard. We believe it's because there is no seal under the air conditioning units.

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

The Chair thereupon declared said motion approved.

Chairman Ficarra stated that we need to give Executive Director Brightman the authority to pay the bills over the summer.

f) Reso #3136 – Authorizing the Executive Director to Pay the Monthly Bills for June, July and August 2021

Motion moved by Commissioner Michelson and seconded by Commissioner Pires to adopt Resolution #3136.

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

The Chair thereupon declared said motion approved.

### Comments

Commissioner Pires wished Chairman Ficarra a Happy Birthday and told all to enjoy the summer, stay safe and mentioned that he is looking forward to in-person meetings.

Commissioner Kenny told all to enjoy the summer and celebrate.

Commissioner Michelson wished Chairman Ficarra a Happy Birthday and thanked Executive Director Brightman and her team and also wished all a great summer.

Commissioner Rosado mentioned that David's touch is hosting a 35 mile motorcycle run on 8/7/21 and wished all a happy summer.

Councilwoman DeJesus wished all fathers a Happy Father's Day. She stated that tomorrow is primary day and remember to vote and remind your friends to vote.

The Township is celebrating Juneteenth at WHS.

She wished all a happy and heathy summer and hopes to see everyone in-person in September. She also thanked Executive Director Brightman and her staff as they make their jobs so easy.

Chairman Ficarra stated that on June 19<sup>th</sup> there will be vendors, performers and food from 12 to 4 PM. A great multi-cultural celebration and a big thank you to Councilman Kyle Anderson for spearheading the event.

Counsel Corrison stated that the courts are now mandating settlement conferences before trial dates are set. Hopefully it will cut down the court backlog. This option was always available but now it's mandatory.

Councilwoman DeJesus asked who can she direct a Section 8 question to regarding Jacob's Landing.

Executive Director Brightman asked her to call her or email.

Executive Director Brightman stated that she has a busy time ahead as her niece is getting married and her son will be moving to D.C.

Chairman Ficarra stated that he is happy to announce that the Township of Woodbridge will have fireworks on July 2<sup>nd</sup> in Sewaren and the Nerds will be playing at the event.

Ms. Lynn Sawyer stated she was glad to be at the meeting and to hear what everyone is working on.

## **ADJOURNMENT**

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

All commissioners present voted in favor.

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Donna Brightman  
Executive Director/Secretary