

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 scheduled meeting at 6:30 PM on April 10, 2023 at Cooper Towers, 1422 Oak Tree Rd., Iselin, NJ.

Chairman Ficarra called the meeting to order at 6:30 PM.

Executive Director Brightman read the notice of compliance as follows:

On October 17, 2022, a copy of the schedule of regular meetings setting forth the date, time and location of this meeting was sent to the Township of Woodbridge and posted on the Woodbridge Housing Authority's website. A copy of said schedule was also emailed to the Star Ledger and The Home News Tribune on the same date.

PRESENT

Commissioners:

Sharad Agarwal, Commissioner
Gregg Ficarra, Chairman
Jack Kenny, Vice Chair
Ryan Michelson, Commissioner (6:35 PM)
Paul Pires, Commissioner

Council Liaison:
Lizbeth DeJesus

Administration:
Donna Brightman, Executive Director
Larry Stecker, Maintenance Director

ABSENT

Commissioners:

Jenny Perez, Commissioner
Shontay Walker, Commissioner

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

A motion to approve the minutes of the Regular meeting of March 13, 2023 was made by Commissioner Kenny and seconded by Commissioner Agarwal and upon roll call the vote was as follows:

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

PUBLIC COMMENT:

Ramesh Shah, apt. 5C, stated that the building needs more pest control service. He requested that the community room ladies room bathroom be kept open as it's locked if Diane is not in the building. He also requested that we hire a staff member that speaks Hindi.

Executive Director Brightman responded to Mr. Shah and stated that if he knows of anyone interested in maintenance work, please refer them to the office.

Shirish Badshah, apt. 1A, stated that the TV internet is not working and they can't get YouTube.

Naranlal Rana, apt. 3A, stated that he put in a work order for a bathroom problem and it's taking too long.

Chairman Ficarra asked if work order response time was recorded.

Maintenance Director Stecker replied, yes, from call to completion.

Mr. Shah stated that elevator number 2 keeps getting stuck and the fan doesn't work and it needs to be cleaned.

Councilwoman DeJesus asked what the issue was.

Mr. Badshah responded that tenants spill coffee, etc.

Commissioner Agarwal stated that this is your home and it's your responsibility to look after those things and to either tell the tenant to clean it up or report them to the office.

Mr. Shah stated that people are leaving the laundry and community door open that leads to the outside.

A discussion ensued about the issue and a possible remedy.

Executive Director Brightman stated that the doors used to be alarmed but we had to disarm them as the fire dept. was fining us.

Possible solutions were cameras and a fob system.

Mr. Shah brought up the parking lot and its use by non-residents. Another discussion ensued about possible solutions.

Executive Director Brightman stated that tenants are given parking permits and they have been instructed to call the towing company for unauthorized cars.

Sumati Rajput, apt. 3G, stated that one tenant parks between the lines and takes up two spaces.

Mr. Badshah suggested that it was the WHA's responsibility to put stickers on the cars.

Chairman Ficarra suggested to Councilwoman DeJesus that they contact the community policing division to get their input.

COMMUNICATIONS : none

REPORTS – no comments

NEW BUSINESS

- a) Reso #3243 – Reso of the BOC of the WHA Amending the Authority’s Participation in the State Health Benefits Plan to Include the Payment of Dental Benefit Premiums for Eligible Retirees

Motion moved by Commissioner Pires and seconded by Commissioner Michelson to adopt Resolution #3243.

Discussion

Executive Director Brightman stated that this resolution allows retirees to receive dental benefits after 25 years of service. Previously, dental was excluded as the WHA had a private plan (Delta Dental) but then went back into the State plan but the resolution for retiree benefits was not amended.

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

The Chair thereupon declared said motion approved.

- b) Reso #3244 - Adopting the Monthly Bill List for March 2023

Motion moved by Commissioner Agarwal and seconded by Commissioner Michelson to adopt Resolution #3244.

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

The Chair thereupon declared said motion approved.

- c) Reso #3245 – Adopting the Monthly Bill List for March 2023 (Red Oak)

Motion moved by Commissioner Kenny and seconded by Commissioner Pires to adopt Resolution #3245.

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

The Chair thereupon declared said motion approved.

d) Reso #3246 – Approve Change Order for the Generator Replacement at Greiner Towers with ACI Electrical Contractor, Inc. for the Amount of \$2,060.00

Motion moved by Commissioner Pires and seconded by Commissioner Agarwal to adopt Resolution #3246.

Discussion

Maintenance Director Stecker stated that the change order calls for the removal of the old generator. Originally, we were going to keep it and use it for spare parts but that idea is no long feasible.

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

The Chair thereupon declared said motion approved.

COMMENTS

Chairman Ficarra noted that Executive Director Brightman handed out the auditor exit notes. There were no findings, please congratulate the team.

Councilwoman DeJesus asked about the demographic of Cooper.

Executive Director Brightman responded that they are mostly Asian, some Latino and Caucausian, mostly elderly.

Commissioner Pires suggested that we look into a fob system for the doors.

Commissioner Kenny stated that would have to be tied to the fire alarm system.

Commissioner Pires informed the BOC that on Saturday, the Feast of Our Lady of Martyr's, will take place in Perth Amboy.

Executive Director Brightman informed the BOC that she will be in Romania from 4/19 through 5/6.

ADJOURNMENT

Motion by Commissioner Michelson and seconded by Commissioner Agarwal to adjourn at 7:35 PM.

All commissioners present voted in favor.

Donna Brightman
Executive Director/Secretary