

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 Cooper Towers, 1422 Oak Tree Road, Iselin, NJ, in the Township of Woodbridge, New Jersey at 7:00 PM on December 4, 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 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 4, 2017, 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 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 (phone until 7:30 PM and then arrived at the meeting)  
Ryan Michelson, Commissioner  
Jenny Perez-Rosado, Commissioner  
Shontay Walker, Commissioner  
Gregg Ficarra, Chairman

Rukmal Rupasinghe, Commissioner  
Ketan Shah, Commissioner

Authority General Counsel:

Terrence Corriston, Esq., Breslin & Breslin

Council Liaison:

Lizbeth DeJesus, Councilwoman

Administration:

Administration:

Donna Brightman, Executive Director  
Mike Yannuzzi, Maintenance Manager

Maureen Guiney, Executive Asst.  
Larry Stecker, Maintenance Director

A motion to approve the minutes of the Regular Meeting held on October 2, 2017 was made by Commissioner Walker and seconded by Commissioner Michelson and upon roll call the vote was as follows:

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

A motion to approve the minutes of the Special Meeting of October 23, 2017 was made by Commissioner Perez-Rosado and seconded by Commissioner Michelson and upon roll call the vote was as follows:

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

A motion to approve the minutes of the Special Meeting of November 22, 2017 was made by Commissioner Perez-Rosado and seconded by Commissioner Michelson and upon roll call the vote was as follows:

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

At this time, Counsel Corrison informed the Board of Commissioners that it was decided to settle over the Constellation payment for the wind turbines on Adams Tower. He stated that they were not working but Constellation repaired them and they are performing according to the ESCO agreement. The Authority felt that they were due a rebate in payment due to the time they did not function. He stated that he tried to obtain one but Constellation did not want to settle and was preparing to initiate legal action for payment due.

Counsel Corrison stated that Executive Director Brightman and Maintenance Director Stecker felt it was in the Authority's best interest to settle, especially since at the RAD closing the authority must certify they have no legal action pending. Therefore, the money owed will be paid to Constellation.

**PUBLIC COMMENT** - none

**COMMUNICATIONS**

## NEW BUSINESS

- a) Reso #2899 – Adopting Monthly Bill List for the Month of November 2017

Motion moved by Commissioner Michelson and seconded by Commissioner Walker to adopt Resolution #2899.

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

The Chair thereupon declared said motion approved.

- b) Reso #2900 – Award Contract for Electrical Services to Lou’s Electric – 12/17 to 12/19

Motion moved by Commissioner Michelson and seconded by Commissioner Walker to adopt Resolution #2900.

### Discussion

Chairman Ficarra asked Maintenance Manager Yannuzzi if we were familiar with Lou’s Electric.

Maintenance Director Yannuzzi responded that he is our current contractor and that the WHA is satisfied with his services.

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

The Chair thereupon declared said motion approved.

- c) Reso #2901 – Approve a Lease between WHA and the Township of Woodbridge for the Olsen Parking Lot

Motion moved by Commissioner Perez-Rosado and seconded by Commissioner Walker to adopt Resolution #2901.

### Discussion

Counsel Corrison explained that this is a lease between the Township and the Authority whereby the Township, at no cost to the Authority, will create additional parking spaces at Olsen Towers. These spaces would be leased to the Township for use by the general public and by the residents of Olsen Towers, as there is limited parking currently available. Since we have converted to RAD, HUD approval is not necessary.

Chairman Ficarra stated that he was in the area over the weekend and residents were excited about the additional parking.

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

The Chair thereupon declared said motion approved.

## **REPORTS**

Chairman Ficarra inquired as to whether the tenants' issues were resolved in Stern and Adams Towers.

Executive Director Brightman replied, yes. She further stated that Kettly Gilles was starting work on 12/5/17 and will be able to assist in these matters.

Chairman Ficarra complemented Executive Director Brightman, Maintenance Director Stecker and Finance Director DiTomasso on the RAD closing as it was a tremendous amount of work and coordination. The Township was very pleased that everything went so well.

Chairman Ficarra further stated that Jacobs Landing was getting ready to start leasing as of February 1<sup>st</sup>. He went on to say that he reviewed the plans for the new Stern (Red Oak.) He went on to say that Executive Director Brightman was meeting with the tenants at Stern Towers on Thursday to get their opinion as to whether or not they want showers or tubs in the bathroom and a dishwasher or an extra cabinet in the kitchen.

Chairman Ficarra complemented Executive Director Brightman for seeking the tenants' opinions.

At this point Commissioner Kenny came into the room (7:30 PM).

## **COMMISSIONER COMMENTS**

Chairman Ficarra wished all Happy Holidays and a great new year.

Commissioner Kenny wished all Happy Holidays.

Commissioner Perez-Rosado stated that she is learning a lot and looks forward to the new year.

Commissioner Michelson thanked the staff for all that they do.

Commissioner Walker stated that she is learning a lot, and is looking forward to 2018 and mentioned that Bunns Lane looks great!

## **COUNCIL LIAISON**

Councilwoman DeJesus stated that she met with Danielle Fusco to discuss a tenant problem and thanked the staff for the dedication and all that they do for the tenants.

Commissioner Kenny suggested that Maintenance Director Stecker might consult with Bob Landolfi about the wind turbines.

Commissioner Kenny inquired as to whether or not Union carpenters will do any of the RAD work.

Executive Director Brightman responded that the program no longer exists.

## **ADJOURNMENT**

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

All commissioners present voted in favor.

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Donna Brightman  
Executive Director/Secretary