

MINUTES OF THE SPECIAL VIRTUAL 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 special meeting via zoom at 5:00 PM on October 30, 2023 as follows:

Join Zoom Meeting

<https://us02web.zoom.us/j/8506929169?pwd=b3REbHF2Tm14bTJvdmhHa3RZd0Z6QT09>

Meeting ID: 850 692 9169

Passcode: 362007

One tap mobile

+19292056099,,8506929169#,,,,*362007# US (New York)

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Chairman Ficarra called the meeting to order at 5:00 PM. The flag was saluted.

Executive Director Brightman read the notice of compliance as follows:

On October 24, 2023, a copy of the schedule of this special 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
Jack Kenny, Vice Chair
Ryan Michelson, Commissioner (5:15 PM)
Paul Pires, Commissioner
Greg Ficarra, Chair

Council Liaison:

Lizbeth DeJesus (5:20 PM)

Administration:

Donna Brightman, Executive Director
Elizabeth Noll, Asst. Exec. Director
Lawrence 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 Reorg./Regular meeting of October 11, 2023 was made by Commissioner Agarwal and seconded by Commissioner Kenny 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:

Jill Bentley, Olsen Towers and her sister Lynn Sawyers were concerned about the new Olsen Towers and if it would be handicapped accessible as Ms. Bentley will most likely be in a wheelchair.

Executive Director Brightman stated that the units are actually larger than the current ones and there will be wheel-in showers in some units. She went on to say that tenant needs will be assessed as we get closer to the building's completion.

Chairman Ficarra stated that as things progress, we will notify the tenants.

Ms. Sawyers asked Ms. Bentley if she has been receiving notifications.

Mr. Bentley responded, yes.

COMMUNICATIONS: none

REPORTS:

Maintenance Director's report :

Maintenance Director Stecker stated that he remains hopeful that the Greiner generator will be delivered next week. He also commented that we have several Easter Seal participants helping to keep the buildings clean.

NEW BUSINESS

a) Reso #3280 – Adopting Monthly Bill List for October 2023

Motion moved by Commissioner Michelson and seconded by Commissioner Pires to adopt Resolution #3280.

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 #3281 – Adopting Monthly Bill List for Red Oak for October 2023

Motion moved by Commissioner Agarwal and seconded by Commissioner Kenny to adopt Resolution #3281.

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 #3282 - Adopting the Memorandum of Agreement with Teamsters Local Union No 469 – 10/1/23 through 9/30/26

Motion moved by Commissioner Pires and seconded by Commissioner Kenny to adopt Resolution #3282.

Discussion:

Executive Director Brightman explained that the wage settlement is over and the result is for three years as follows: \$5,000 for the first year; \$2,500 for the second year; \$2,500 for the third year. She explained that although this may seem like a lot of money, the fact is that the salaries were close to minimum wage as they have not been increased significantly in many years.

Executive Director Brightman also explained that employee health contributions were capped at the 2022 level, meaning the WHA will pick-up future increases.

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 #3283 - Reso Adopting Positions and Salary Ranges for 2023-2026

Motion moved by Commissioner Kenny and seconded by Commissioner Michelson to adopt Resolution #3283.

Discussion:

Executive Director Brightman explained that the salary ranges needed to be increased due to the union increase. She further noted that a new position was added – Assistant Maintenance Manager. She also explained that titles were deleted as follows: Section 8 Administrator, Asst. Sect. 8 Administrator and Carpenter. Two titles were divided into category I and II because of large salary discrepancies.

Executive Director Brightman informed the BOC that we are over budget due to retirements and the necessity to hire staff to train, prior to replacements. However, by next year things will more than even out with the additional expected retirements.

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.

e) Reso #3284 – Award Contract for the Installation and 5-Year Monitoring of a Wireless Medical Alert System at Finn, Adams, Cooper, Olsen and Greiner Towers to Life Station, Inc. for \$142,065.60

Motion moved by Commissioner Pires and seconded by Commissioner Michelson to adopt Resolution #3284.

Discussion:

Executive Director Brightman explained that this is a renewal of an existing contract.

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

Councilwoman DeJesus thanked the staff for doing a good job and keeping them informed. She reminded all to vote.

Commissioner Agarwal stated that everything is good.

Commissioner Kenny thanked his fellow BOC commissioners for re-electing him Vice Chair.

Commissioner Michelson reminded everyone to vote.

Commissioner Pires stated that all is good and that his son is getting married next month.

Executive Director Brightman mentioned that there is no November meeting.

Chairman Ficarra stated that on the Saturday after Thanksgiving, the Town is hosting numerous events, i.e., Holiday on Main, Turkey Trot, a Light Show and also mentioned that there is a lot happening.

Executive Director Brightman stated that she will be away until after Thanksgiving and if there is a problem to call either Larry Stecker or Elizabeth Noll.

ADJOURNMENT

Motion by Commissioner Agarwal and seconded by Commissioner Pires to adjourn at 5:40 PM.

All commissioners present voted in favor.

Donna Brightman
Executive Director/Secretary