

AGENDA

KEANSBURG HOUSING AUTHORITY
May 17, 2017
GRANVILLE TOWERS
1 CHURCH STREET - CONFERENCE ROOM
7:00 P.M.

1) NEW JERSEY OPEN PUBLIC MEETINGS ACT NOTICE

“Adequate notice has been made as to the time, place, date of this meeting and as to the nature of business to be discussed being the general business of the Authority.”

2) SALUTE TO THE FLAG

3) Roll Call:

Chairperson	Judy Ferraro
Vice-Chairperson	Diane Nelson
Commissioner	Yolanda Commarato
Commissioner	Mattie Anderson
Commissioner	Mary Foley
Commissioner	Thomas Foley
Commissioner	Carol DeBlasio

4) Approval of minutes of regular and executive meetings held on April 19, 2017

5) REPORT OF THE CHAIRPERSON

6) REPORT OF THE EXECUTIVE DIRECTOR

7) REPORT OF THE DEPUTY EXECUTIVE DIRECTOR

Summary of Cash

8) CORRESPONDENCE –

RESOLUTIONS:

- 9) 05-17-17-01 – Resolution approving invoices for May
- 10) 05-17-17-02 – Resolution approving audit for fiscal year ended 9/30/16
- 11) 05-17-17-01 – Resolution awarding contract for HQS inspections

REPORT OF ATTORNEY:

12) REPORT OF THE ACCOUNTANT: Audit

13) COMMITTEE REPORTS:

Personnel

Buildings and Grounds

Resident Grievance

Applicant Screening – screening May 19th for public housing

Finance

14) PUBLIC COMMENT

15) UNFINISHED BUSINESS

16) NEW BUSINESS

17) EXECUTIVE SESSION – POSSIBLE LITIGATION, POSSIBLE TENANT MATTERS, AND PERSONNEL MATTERS

18) ADJOURNMENT

MINUTES OF THE HOUSING AUTHORITY – BOROUGH OF KEANSBURG

The regular meeting of the Housing Authority was held on Wednesday, April 19, 2017 at Granville Towers, 1 Church Street, Keansburg, New Jersey at 7:00 p.m.

Chairperson Judy Ferraro read the Open Public Meetings Act Notice:

Salute to the flag:

Present at roll call: Mattie Anderson , Carol De Blasio, Mary Foley, Diane Nelson and Judy Ferraro

Excused: Thomas Foley and Ann Commarato

Upon a motion made by Carol De Blasio, seconded by Mattie Anderson to approve minutes of our regular and executive meeting held on February 22, 2017.

Roll Call Vote:

Mattie Anderson – Aye

Diane Nelson – Aye

Carol De Blasio – Aye

Judy Ferraro – Aye

Mary Foley – Aye

REPORT OF THE CHAIRPERON: None

REPORT OF THE EXECUTIVE DIRECTOR:

Douglas G. Dzema reported the following:

- 1) Joint insurance Fund letter regarding HUD's policy of a smoke free building – there will be no difference in insurance premiums
- 2) A Repeater was installed on our roof to strengthen the broadcast signal for fire department.
- 3) We have purchased a banner for the Borough's centennial
- 4) We spoke to the representative from RPM, our developer. They stated that the federal home loan bank funding application is published and we will not find out if we receive funding until November or December. With the 4% volume cap of tax credits HMFA may fund the applicants that weren't funded last year, if so, we may get funded. We are in contact with our HUD field office on monthly phone calls
- 5) Finance committee will meet at 6:00 p.m. on May 17th before our regular board meeting to discuss our audit.
- 6) We are having wi-fi installed in the community room for residents to use.

REPORT OF ASSISTANT EXECUTIVE DIRECTOR:

Summary of Cash

February \$156,599.00

March - \$152,044.33

Pat Holly reported we have 4 vacancies and have had scheduled interviews for 15 applicants and only 6 showed and only 1 was eligible. We will be having interviews again on April 2nd and May 19th

RESOLUTIONS:

Upon a motion made by Diane Nelson, seconded by Carol De Blasio to ratify resolution 3-22-17-01, payment of invoices for March

Roll Call Vote:

Mattie Anderson – Aye

Diane Nelson – Aye

Carol De Blasio – Aye

Judy Ferraro – Aye

Mary Foley – Aye

Upon a motion made by Mattie Anderson, seconded by Carol De Blasio to approve resolution 04-19-17-01, payment of invoices for April

Roll Call Vote

Mattie Anderson – Aye

Diane Nelson – Aye

Carol De Blasio – Aye

Judy Ferraro – aye

Mary Foley – Aye

Upon a motion made by Diane Nelson, seconded by Carol De Blasio to ratify resolution 03-22-17-02, approval of pull cord system

Roll Call Vote

Mattie Anderson – Aye

Diane Nelson – Aye

Carol De Blasio – Aye

Judy Ferraro – Aye

Mary Foley – Aye

REPORT OF THE ATTORNEY:

Richard Sciria reported the following:

- 1) The non-smoking policy is in effect and we have 18 months to implement. We will implement and add to lease.
- 2) We will send memos to all commissioners regarding non-smoking policy

REPORT OF THE ACCOUNTANT: NONE

COMMITTEE REPORTS:

Personnel – None

Building and Grounds – None

Resident Grievance – None

Applicant Screening – None

Finance – None

PUBLIC COMMENT – None

UNFINISHED BUSINESS – None

NEW BUSINESS – None

Upon a motion made by Carol De Blasio, seconded by Mattie Anderson to enter into executive session to discuss personnel and possible litigation. All in Favor

There being no further business before the board a motion made by Mattie Anderson, seconded by Diane Nelson to adjourn at 7:59 p.m. be approved.

MEETING HELD – APRIL 19, 2017

ATTEST:

DOUGLAS G. DZEMA

EXECUTIVE DIRECTOR/SECRETARY