

MINUTES OF THE HOUSING AUTHORITY – BOROUGH OF KEANSBURG

The regular meeting of the Housing Authority was held on Wednesday, January 10, 2018 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: Ann Commarato, Carol DeBlasio, Mary Foley, Mattie Anderson, Thomas Foley, Judy Ferraro.

Excused: Diane Nelson

Upon a motion made by Carol DeBlasio, seconded by Mattie to approve minutes of the regular and executive meetings held on December 21, 2017

Roll Call Vote:

Carol DeBlasio – Aye

Mattie Anderson – Aye

Mary Foley – Aye

Ann Commarato – Abstain

Thomas Foley – Aye

Judy Ferraro – Aye

REPORT OF THE CHAIRPERSON – None

REPORT OF THE EXECUTIVE DIRECTOR:

Douglas G. Dzema reported the following:

- 1) We have two representatives from RPM Management Company here tonight to discuss the transition of managing the building, Joseph Portelli and Michael Hong
- 2) RPM has received tax credits and a grant from the Federal Home Loan bank to do renovations to the building.
- 3) The Housing Authority's job is to coordinate the RAD conversion and seek alternate subsidy. The Public Housing will become Section 8 project based assistance.
- 4) We will need to have a PILOT in order to support the RAD program and receive the tax credits.
- 5) The Housing Authority will have a long term lease with RPM management Company to manage the building.

Douglas G. Dzema introduced Joseph Portello and Michael Hong from RPM Management Company.

Michael Hong, Assistance Vice President of Development reported the following:

- 1) The tax credits are administered by HMFA – We must meet requirements.
  - a) PILOT (payment in lieu of taxes)
  - b) Tax credit equity
  - c) Investment bank

Douglas G Dzema stated the following:

- 1) There is a property manager on Beachway at another site and there will be a maintenance super living on site
- 2) The Housing Authority board will continue to meet and administer the Section 8 Housing Choice Program.
- 3) RPM is responsible for the day to day oversight. The Housing Authority will not be in control of the building after RPM takes over.

Mary Foley asked who will take care of leasing for the building and income recertification. Doug Dzema stated that RPM will do the leasing and Pat Holly will continue to do Section 8 recertifications.

OPEN TO PUBLIC FOR ANY QUESTIONS REGARDING RPM TRANSITION:

Nancy Hosey, apt. 308, asked about renovations being completed. Michael Hong stated within 24 months.

Jeff Pecther, apt. 407, maintenance will be here 24/7, but will management be here daily.

Joseph Portelli stated, no someone will be available at the Beachway site

Jeff Pecther, apt. 407, What plans do you have with tenants when renovations begin? Joseph Portelli stated we will have an empty unit for you to stay in. What about residents that pay flat rent. Doug Dzema stated that at least for the 1st year will remain the same, after that it may change. Will tenants pay for utilities. Joseph Portelli stated no.

Tom Jadus, apt. 503, Are air conditioner units being replaced? Joseph Portelli stated all units will have new Air conditioner units and RPM will maintain them.

Lisa Vingara, Apt. 601, What about tenants that have new air conditioners? Joseph Portelli stated we will discuss.

Tracy Williams, apt. 310, What about people with animals? Joseph Portelli stated that will be under special consideration.

Sheldon Johnson, apt. 612, Overall what does the transition mean for the tenants? Joseph Portelli stated that the rents will remain the same and renovation to all units.

Judy Switzer, apt. 205, asked if one live in maintenance worker is enough to manage the building. Joseph Portelli stated yes.

Sandy Longenbach, apt. 615, how many air conditioner units per apartment? Joseph Portelli stated it is based on size of unit.

Freddie Powell, apt. 407, How long will renovations take for each unit? Joseph Portelli stated depends on the size, approximately 30 to 45 days.

Judy Switzer, apt. 205, Will someone help to relocate the tenants? Joseph Portelli stated yes.

Sheldon Johnson, apt. 512, If a resident doesn't want an air conditioner unit, because they don't use them, will they install them anyway. Joseph Portelli stated yes.

Nancy Hosey, apt. 308, Will there be any improvements in security for people coming in and out of building that don't belong here. Joseph Portelli stated that the best security is the tenants.

Richard Sciria, Attorney, stated he will speak with RPM's Attorney and let them know the issues that we have.

Sandy Longenbach, apt. 615, asked about the status on fire doors. Doug Dzema stated it will be priority, each floor will be done.

Tracy Williams, apt. 310, what about the bricks that were purchased to fix back of building, will they be completed. Joseph Portelli stated that the Architect will review.

Mary Cahill, apt. 315, Will there be new leases for all tenants? Douglas Dzema stated yes

Douglas Dzema stated we will keep the tenants informed, therefore, come to the monthly meetings.

#### REPORT OF THE ASSISTANT EXECUTIVED DIRECTOR:

##### Summary of Cash:

Checking account - \$95,214.74

CORRESPONDENCE- None

#### RESOLUTIONS:

Upon a motion made by Ann Commarato, seconded by Mattie Anderson to approve resolution 01-10-18-01, payment of invoices for January.

#### Roll Call Vote:

Carol DeBlasio – Aye

Thomas Foley – Aye

Mattie Anderson – Aye

Mary Foley – Aye

Ann Commarato – Aye

Judy Ferraro – Aye

#### REPORT OF THE ATTORNEY:

Richard Sciria reported the following:

- 1) We sent letters to residents that were smoking in their apartment, if smoking continues we will send eviction letters. We need to get information to the residents about the smoking cessation programs. Carol asked if we can fine the residents. Richard Sciria stated no, it's a violation of their lease so they will be evicted.
- 2) We will speak with RPM Attorney about transition between RPM and the Housing Authority Attorney
  - a) Have RPM Attorney talk with Police Chief.
  - b) Unauthorized guest
  - c) Drug issues
  - d) Legal files transferred

Mary Foley asked if RPM will keep up with panel committees, Richard Sciria stated not sure, they probably will listen and be open to it.

REPORT OF THE ACCOUNTANT: None

COMMITTEE REPORTS:

Personnel – None

Buildings and Grounds – None

Resident Grievance – None

Applicant Grievance – None

Finance – None

PUBLIC COMMENT: None

UNFINISHED BUSINESS – None

NEW BUSINESS – None

There being no further business before the board a motion made by Ann Commarato, seconded by mattie Anderson to adjourn at 8:10 p.m. be approved.

MEETING HELD – JANUARY 10, 2018

ATTEST:

DOUGLAS G. DZEMA

EXECUTIVE DIRECTOR/SECRETARY