

MINUTES OF THE HOUSING AUTHORITY – BOROUGH OF KEANSBURG

The regular meeting of the Housing Authority was held on May 18, 2016 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: Mary Foley, Carol DeBlasio, Diane Nelson, Ann Commarato and Judy Ferraro

Excused: Thomas Foley and Mattie Anderson

Upon a motion made by Ann Commarato, seconded by Carol DeBlasio to approve our regular and executive minutes of our April 13, 2016 meeting.

Roll Call Vote:

Diane Nelson – Aye

Carol DeBlasio

Mary Foley – Aye

Judy Ferraro – Aye

Ann Commarato – Aye

Douglas G. Dzema introduced Elizabeth from NTN screening selection stating she will be explaining the process that takes place when doing applicant screening.

Richard Sciria, Attorney, spoke about commissioner panels and stated that Elizabeth will speak about the criteria and what could be done legally.

Elizabeth spoke about the following:

- 1) Creating tenanting screening
- 2) Credit analysis
- 3) Previous tenant eviction
- 4) Criminal information
- 5) Key components and scoring
- 6) Fair housing

Ann Commarato asked who sets the criteria. Elizabeth stated that the customer does and the criteria can be changed.

Richard Sciria stated that he will set up meeting with sub-committee and discuss changes to to applicant selection.

REPORT OF CHAIRPERSON – None

REPORT OF EXECUTIVE DIRECTOR:

Douglas G. Dzema reported the following:

- 1) Generator is installed and running, if there is power failure both generators will turn on. The generator will support community room, handicap units on 1st floor, hallways, computer, doors and vending machines.
- 2) There is item on agenda to remove tile floor in apt. 409, which has asbestos
- 3) We hired a temporary part-time employee, Paul McAllister for 20 hrs a week.
- 4) RAD update:
 - a) Discussed qualified allocation plan, 9% tax credits, waiting to be published, only 4% at this time.
 - b) HUD called needs to see progress and prepare financials
 - c) Federal home loan Bank opening next week to accept applications, we do qualify for \$30,000.00 per unit
 - d) Need memo of understanding with the Boro
 - e) Our goal is to generate enough funds to pay for retirees medical insurance.

REPORT OF ASSISTANT EXECUTIVE DIRECTOR:

Summary of Cash:

Checking account \$181,022.47

CORRESPONDENCE – None

RESOLUTIONS:

Upon a motion made by Diane Nelson, seconded by Carol DeBlasio to approve resolution 05-18-16-01, payment of invoices for May.

Roll Call Vote:

Diane Nelson – Aye

Mary Foley – Aye

Ann Commarato – Aye

Judy Ferraro – Aye

Carol DeBlasio – Aye

REPORT OF ATTORNEY:

Richard Sciria reported the following:

- 1) We will set up sub-committee meeting for panels after memorial day

REPORT OF ACCOUNTANT: None

COMMITTEE REPORTS:

Personnel – None

Buildings and Grounds – None

Resident Grievance – None

Applicant Screening – None

Finance – None

PUBLIC COMMENT:

Linda Anderson, apt. 609, asked about a letter she received that the residents have to pay \$400.00 for bed bug treatment. Pat Holly stated that is what exterminator company charges if the resident wanted them to remove and clean items for preparation.

Jeff Pectcher, apt. 506, asked why is generator only going to work for handicap units on 1st floor.

Nancy Hosey, apt. 308, asked about asbestos removal in apt. 409. Will tenants have to leave building. Douglas Dzema stated no

UNFINISHED BUSINESS: None

NEW BUSINESS: None

Upon a motion made by Diane Nelson, seconded by Ann Commarato to enter into executive session to discuss personnel matters and possible litigation. All In Favor

MEETING HELD – MAY 18, 2016

ATTEST:

DOUGLAS G. DZEMA

EXECUTIVE DIRECTOR/SECRETARY