

AGENDA

KEANSBURG HOUSING AUTHORITY
OCTOBER 19, 2016
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:

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

4) Approval of minutes of regular and executive meetings held on September 21, 2016

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) 10-19-16-01 – Resolution approving payment of invoices for October

10) REPORT OF THE ATTORNEY:

11) REPORT OF THE ACCOUNTANT:

MINUTES OF THE HOUSING AUTHORITY – BOROUGH OF KEANSBURG

The regular meeting of the Housing Authority was held on September 21, 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: Diane Nelson, Carol DeBlasio, Mattie Anderson, Ann Commarato, and Judy Ferraro.

Excused: Thomas Foley

Late: Mary Foley

Upon a motion made by Carol DeBlasio, seconded by Diane Nelson to approve our regular and executive minutes of our July 27, 2016 meeting.

Roll Call Vote:

Diane Nelson – Aye

Carol DeBlasio – Aye

Mattie Anderson – Aye

Diane Nelson – Aye

Ann Commarato – Abstain

Judy Ferraro – Aye

REPORT OF THE CHAIRPERSON – None

REPORT OF THE EXECUTIVE DIRECTOR:

Douglas G. Dzema reported the following:

- 1) We received a letter from the DCA to adopt our 2015-2016 and 2016 -2017 budget that was already approved by DCA.

Doug Dzema opened the meeting to the public for any questions or comments.

- a) Jeff Petchter, apt. 506 asked if there was any money in budget for a new truck. Doug Dzema stated we are currently looking for a truck, but in the meantime, we are reimbursing Joe Garofano for any mileage when he uses his truck. Also, we are considering getting a contractor for snow removal for parking lot. Jeff asked about surplus vehicles. Doug Dzema stated that there was none available.
 - b) Nancy Hosey, apt. 308, asked about fire doors. Doug Dzema stated that they are funded through the capital budget and we are doing one floor a year.
- 2) Under the RAD program, we did not get funded for the 4% tax credits, we will try again next year for 4% or 9% tax credits
 - 3) Capital report – We are having a problem with the brick facade on the west side of building. We are going to make repairs as soon as possible.
 - 4) We will be changing our November meeting to November 17th.

REPORT OF ASSISTANT DIRECTOR:

Summary of Cash:

Checking \$98,418.05

CORRESPONDENCE: None

RESOLUTIONS:

Upon a motion made by Ann Commarrato, seconded by Mattie Anderson to ratify resolution 09-21-16-01, payment of invoices for August.

Roll Call Vote:

Ann Commarato – Aye

Carol DeBlasio – Aye

Diane Nelson – Aye

Mattie Anderson – Aye

Mary Foley – Aye

Judy Ferraro – Aye

Upon a motion made by Mattie Anderson, seconded by Carol DeBlasio to approve resolution 09-21-16-02, payment of invoices for September.

Roll Call Vote:

Ann Commarato – Aye

Carol DeBlasio – Aye

Diane Nelson – Aye

Mattie Anderson – Aye

Mary Foley – Aye

Judy Ferraro – Aye

Upon a motion made by Ann Commarato, seconded by Mattie Anderson to approve resolution 09-21-16-03, adoption of budget for fiscal year ended 9/30/16.

Roll Call Vote:

Ann Commarato – Aye

Carol DeBlasio – Aye

Diane Nelson – Aye

Mattie Anderson – Aye

Mary Foley – Aye

Judy Ferraro – Aye

Upon a motion made by Carol DeBlasio, seconded by Mattie Anderson to approve resolution 09-21-16-04, adoption of budget for fiscal year ending 9/30/17.

Roll Call Vote:

Ann Commarato – Aye

Carol DeBlasio – Aye

Diane Nelson – Aye

Mattie Anderson – Aye

Mary Foley – Aye

Judy Ferraro – Aye

Upon a motion made by Ann Commarato, seconded by Mary Foley to approve resolution 09-21-16-05, approving the labor agreement between the Housing Authority and Local 32. Richard Sciria, Attorney, stated that the only change is a 2% increase in salary each year from 2015 to 2018.

Roll Call Vote:

Ann Commarato – Aye

Carol DeBlasio – Aye

Diane Nelson – Aye

Mattie Anderson – Aye

Mary Foley – Aye

Judy Ferraro – Aye

Upon a motion made by Ann Commarato, seconded by Carol DeBlasio to approve resolution 09-21-16-06, extending the legal service contract for an additional year ending 9/30/17

Roll Call Vote

Ann Commarato – Aye

Carol DeBlasio – Aye

Diane Nelson – Aye

Mattie Anderson – Aye

Mary Foley – Aye

Judy Ferraro – Aye

Upon a motion made by Diane Nelson, seconded by Mattie Anderson to approve resolution 09-21-16-07 extending the audit service contract for an additional year ending 9/30/16.

Roll Call Vote

Ann Commarato – Aye

Carol DeBlasio – Aye

Diane Nelson – Aye

Mattie Anderson – Aye

Mary Foley – Aye

Judy Ferraro – Aye

Upon a motion made by Diane Nelson, seconded by Mattie Anderson to approve resolution 09-21-16-08, adopting personal policy and procedures amendment request for MEL incentive.

Roll Call Vote

Ann Commarato – Aye

Carol DeBlasio – Aye

Diane Nelson – Aye

Mattie Anderson – Aye

Mary Foley – Aye

Judy Ferraro – Aye

REPORT OF THE ATTORNEY:

Richard Sciria reported the following:

- 1) Cablevision called and was going to resubmit a new proposals
- 2) I had a meeting with Douglas Dzema and 3 commissioners regarding the panel committee. We want to revise the criteria and higher the score. If an applicant score is a conditional score of 60 or less, must refer them to committee for approval. We will approve the public housing criteria and research Section 8 further. All in favor
The Board also wants section 8 applicants to do a local police check. We will create a panel committee of 3 board members and 1 alternate.

REPORT OF ACCOUNTANT: None

COMMITTEE REPORTS

Personnel – None

Buildings and grounds – None

Resident Grievance – None

Applicant Screening – None

Finance – None

PUBLIC COMMENT:

Tracy Williams, apt. 310, gave proof of payment she made on her security account for her cat and wanted a refund. Pat Holly will review.

Jeff Petchter, apt. 506, we need the halls to be mopped and frame around elevator doors painted. Doug Sabey is looking into cladding options. We need to brighten up the lobby.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

Upon a motion made by Diane Nelson, seconded by Mattie Anderson to enter into executive session to discuss personnel matters and possible matters. All in favor.

There being no further business before the board a motion made by Carol DeBlasio, seconded by Mattie Anderson to adjourn at 8:05 p.m. be approved. All in favor.

MEETING HELD – SEPTEMBER 21, 2016

ATTEST:

DOUGLAS G. DZEMA

EXECUTIVE DIRECTOR/SECRETARY