

AGENDA

KEANSBURG HOUSING AUTHORITY  
April 19, 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	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 February 22, 2017

5) REPORT OF THE CHAIRPERSON – ~~Reorganization~~

6) REPORT OF THE EXECUTIVE DIRECTOR

7) REPORT OF THE DEPUTY EXECUTIVE DIRECTOR  
Summary of Cash

8) CORRESPONDENCE –

RESOLUTIONS:

- 9) 02-22-17-01 – Resolution ratifying invoices for March
- 10) 04-19-17-02 – Resolution approving invoices for April
- 11) 02-22-17-01 – Resolution ratifying approval of emergency pull cord system

REPORT OF ATTORNEY:

12) REPORT OF THE ACCOUNTANT:

13) COMMITTEE REPORTS:

Personnel

Buildings and Grounds

Resident Grievance

Applicant Screening – screening on April 13, 28<sup>th</sup> and May 19<sup>th</sup>

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, February 22, 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: Diane Nelson, Mattie Anderson, Carol DeBlasio, Ann Commarato, Thomas Foley, Mary Foley and Judy Ferraro

REORGANIZATION:

Nominations for Chairperson and Vice-Chairperson are as follows:

Mary Foley nominated Judy Ferraro as Chairperson, seconded by Diane Nelson. There were no other nominations for Chairperson.

Upon a motion made by Mary Foley, seconded by Diane Nelson to appoint Judy Ferraro as Chairperson

Roll Call vote:

Diane Nelson – Aye

Thomas Foley – Aye

Ann Commarato – Aye

Mary Foley – aye

Carol DeBlasio –Aye

Judy Ferraro – Aye

Mattie Anderson – Aye

Ann Commarato nominated Mary Foley as Vice-Chairperson. No one seconded the motion.

Mary nominated Diane Nelson, seconded by Carol DeBlasio. There were no other nominations for Vice-Chairperson

Upon a motion made by Mary Foley, seconded by Carol DeBlasio to appoint Diane Nelson as Vice-Chairperson.

Roll call Vote:

Diane Nelson – Aye

Thomas Foley – Aye

Ann Commarato – Aye

Mary Foley – Aye

Carol DeBlasio – Aye

Judy Ferraro – Aye

Mattie Anderson – Aye

Upon a motion made by Mary Foley, seconded by Diane Nelson to approve minutes of our regular and executive meeting held on February 22, 2017.

Roll Call Vote:

Mattie Anderson – Aye

Carol DeBlasio – Aye

Diane Nelson – Aye

Mary Foley – Aye

Ann Commarato – Aye

Judy Ferraro – Aye

Thomas Foley – Aye

REPORT OF THE CHAIRPERSON – None

REPORT OF THE EXECUTIVE DIRECTOR:

Douglas G. Dzema reported the following:

- 1) PHAs report was received from HUD and not scored because we are converting to the RAD program
- 2) Update of RAD – HMFA recently announced 4% and 9% tax credits. There will be no RFP's this year, they are trying to fund others that applied last year. The federal home loan application will be published in April and due in June. The awards will be made by the end of the year. We have monthly phone calls with HUD to report our status.
- 3) We recently sold our old truck for \$1,100.00. We were going to purchase a black dodge ram, but it was sold. In the meantime, we purchased a red dodge ram for \$5,500.00 because of impending snow storms. The service station that was selling the Black ram called and stated the truck didn't get sold, so we then purchased the black dodge ram and put the red truck on the gov.deal website to sell. James Hosey, apt. 308 is a mechanic and helps with our truck and tractor repairs.
- 4) RFP's for emergency call system are due 2/28/17
- 5) The committee for the lobby design met earlier and are working on their choices.

REPORT OF THE ASSISTANT EXECUTIVE DIRECTOR:

Summary of Cash

Checking Account - \$136,749.92

Pat Holly reported the following:

- 1) SCAN which is a program for senior citizens is having a program to train senior citizens on how to use a tablet and use the internet. The program will last 10 weeks, once a week for 3 hours. Applications were given out to all residents. There are 6 tenants that are interested. The applications will be sent to SCAN and one of their representatives will review all applications for approval, and once approved, the resident will have to complete the entire course in order to receive a free tablet. Not all applicants will be accepted into the program.

Mary Foley asked about WIFI in the community room. Pat Holly will contact Optimum.

RESOLUTIONS:

Upon a motion made by Diane Nelson, seconded by Carol DeBlasio to approve resolution 2-22-17-01 payment of invoices.

Roll Call Vote

Thomas Foley – Aye

Diane Nelson – Aye

Mattie Anderson – Aye

Mary Foley – Aye

Carol DeBlasio – Aye

Judy Ferraro – Aye

Ann Commarato – Aye

Douglas Dzema spoke about the risk management agreement stating that it was up to the Authority whether we wanted to renew the risk management agreement.

Upon a motion made by Ann Commarato, seconded by Mattie Anderson to not renew the risk management

Roll Call Vote;

Thomas Foley – Aye

Diane Nelson – Aye

Mattie Anderson – Aye

Mary Foley – Aye

Carol DeBlasio – Aye

Judy Ferraro – Aye

Ann Commarato – Aye

REPORT OF ATTORNEY:

Richard Sciria reported the following:

- 1) The non-smoking policy is official as of 2/3/17 and should be implemented within 18 months by July 30, 2018. The entire building will be smoke-free and there will be no grandfathering. We will amend the lease and 5 yr plan and conduct a public hearing to discuss the policy.

REPORT OF THE ACCOUNTANT: None

COMMITTEE REPORTS:

Personnel – None

Buildings and Grounds – None

Resident Grievance – None

Applicant Screening – None

Finance – None

PUBLIC COMMENT:

Nancy Hosey, Apt. 308, asked if we can put no smoking signs in back by benches.

Richard Sciria stated that if it is not 25 ft from building they should not be smoking there.

Traci Egan apt. 408, asked about smoking vapor. Richard Sciria stated no smoking anything is allowed.

UNFINISHED BUSINESS – None

NEW BUSINESS – None

Upon a motion made Carol DeBlasio, seconded by Diane Nelson 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 Carol DeBlasio, seconded by MatYie Anderson to adjourn at 8:05 p.m. be approved.

MEETING HELD – 2/22/17

ATTEST:

DOUGLAS G. DZEMA

EXECUTIVE DIRECTOR/SECRETARY