

MINUTES OF THE HOUSING AUTHORITY – BOROUGH OF KEANSBURG

The regular meeting of the Housing Authority was held on Wednesday, June 14, 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 DeBlasio, Thomas Foley, Mary Foley and Judy Ferraro

Excused: Ann Commarato and Diane Nelson

Upon a motion made by Carol DeBlasio, seconded by Mattie Anderson to approve minutes of our regular and executive meetings held on May 17, 2017

Roll Call Vote

Mattie Anderson – Aye

Thomas Foley – Aye

Carol DeBlasio – Aye

Judy Ferraro – Aye

Mary Foley – Aye

REPORT OF THE CHAIRPERSON: None

REPORT OF THE EXECUTIVE DIRECTOR:

Douglas G. Dzema reported the following:

- 1) Update on RAD program – we submitted an application to the federal home loan bank and we should know by November or December if we are approved. We are planning to move forward even if we do not get the funding from the federal home loan bank.
- 2) We have installed new air fresheners in the elevators

REPORT OF THE ASSISTANT EXECUTIVE DIRECTOR:

Summary of Cash

Checking account - \$128,815.78

CORRESPONDENCE: None

RESOLUTIONS:

Upon a motion made by Carol DeBlasio, seconded by Mary Foley to approve resolution 06-14-17-01, payment of bills.

Roll Call Vote:

Carol DeBlasio – Aye

Thomas Foley – Aye

Mattie Anderson – aye

Judy Ferraro – Aye

Mary Foley – Aye

Upon a motion made by Mattie Anderson, seconded by Carol DeBlasio to approve resolution 06-14-17-02, audit for fiscal year ended 9/30/16.

Douglas Dzema stated that the finance committee met with Richard Larson, Auditor to review the audit. The synopsis of the audit will be printed in the newspaper. Douglas Dzema explained that last year we had a finding on our audit on our HQS timing on inspecting and we still have the same finding this year, therefore, part of our effort to correct was to hire a new inspector. We must also make administrative adjustments to comply. Richard Larsen reported that we have a 44% reserve which is up 5% from last year.

Roll Call Vote

Mattie Anderson – Aye

Thomas Foley – Aye

Carol DeBlasio – Aye

Judy Ferraro –Aye

Mary Foley – Aye

Upon a motion made by Mattie Anderson, seconded by Mary Foley to approve resolution 06-14-17-03, introduction of the New Jersey state budget for fiscal year ending 9/30/18.

Douglas Dzema stated that the finance committee met with Thomas Furlong, Accountant to review the budget. Thomas Furlong stated that 2017 proration is 93%, salary increases 2% in October and Patricia Mahoney requested a \$.90 increase

Roll call Vote

Mattie Anderson – Aye

Thomas Foley – Aye

Carol DeBlasio – aye

Judy Ferraro – Aye

Mary Foley – Aye

Upon a motion made by Carol DeBlasio, seconded by Mattie Anderson to approve resolution 06-14-17-04, HUD AMP budget for fiscal year ending 9/30/18.

Roll Call Vote:

Carol DeBlasio – Aye

Thomas Foley – Aye

Mattie Anderson – Aye

Judy Ferraro – Aye

Mary Foley – Aye

Upon a motion made by Carol DeBlasio, seconded by Mattie Anderson to approve resolution 06-14-17-05, ratifying the approval of the Project Development Agreement between the Housing Authority and RPM Development. Douglas Dzema reported there are no changes just to bring all components up to date. We had our Attorney, Richard Sciria review the agreement.

Roll Call Vote:

Mattie Anderson – Aye

Thomas Foley – Aye

Carol DeBlasio – aye

Judy Ferraro – Aye

Mary Foley – Aye

#### REPORT OF THE ATTORNEY

Richard Sciria reported the following:

- 1) There is nothing illegal about installing air fresheners in the elevators
- 2) The panel committee should receive training before we continue with the panel being involved with the applicant interviews. The training is on line and can be done at the Housing Authority. It will be helpful in understanding the applicant scoring.

Mary Foley was concerned about who makes decisions and if HUD stated we need the training. Richard Sciria stated that HUD is not involved. I think legally it is a good idea for the committee to have knowledge of NTN criteria. Richard Sciria stated that NTN said you cannot reduce score for credit, it is as strict as it should be.

- 3) We sent out notices to all residents about public comment on the non-smoking policy. Richard Sciria stated that the entire building will be smoke free and no grandfathering. He also stated we will now ask for public comment.

Linda Soranno, apt. 402, asked when we will this start. Richard Sciria stated a few months.

#### REPORT OF ACCOUNTANT: AUDIT AND BUDGET

##### COMMITTEE REPORTS:

Personnel – None

Buildings and Grounds – None

Resident Grievance – None

Applicant Screening – None

Finance – None

##### PUBLIC COMMENT:

Nancy Pearce, Section 8 Client, asked about why she was being terminated from the program, when her case is still on going and she has not been found guilty. Richard Sciria stated that she was indicted and asked if she has an Attorney and if so she should consult with her Attorney.

Nancy Pearce also stated that the discovery is not correct. Richard Sciria stated he will contact her Attorney.

UNFINISHED BUSINESS – None

NEW BUSINESS – None

##### EXECUTIVE SESSION – NONE

There being no further business before the board a motion made by Thomas Foley, seconded by Carol DeBlasio to adjourn at 7:44 p.m. be approved. All in favor.

Meeting held – June 14, 2017

ATTEST:

DOUGLAS G DZEMA

EXECUTIVE DIRECTOR/SECRETARY