

MINUTES OF THE HOUSING AUTHORITY – BOROUGH OF KEANSBURG

The regular meeting of the Housing Authority was held on Wednesday, October 10, 2018 at Granville Towers, 1 Church Street, Keansburg, New Jersey at 7:00 p.m.

Chairperson Diane Nelson read the Open Public Meetings Act Notice:

Salute to the Flag:

Present at roll call: Mattie Anderson, Tammy Carrier, Ann Commarato, Mary Foley, Carol DeBlasio and Diane Nelson

Absent at roll call: Tom Foley

Upon a motion made by Ann Commarato, seconded by Tammy Carrier to approve minutes of the regular and executive meeting held on September 12, 2018.

Roll Call Vote:

Mattie Anderson – Aye

Tammy Carrier - Aye

Ann Commarato – Aye

Carol DeBlasio – Aye

Thomas Foley – Absent

Mary Foley – Aye

Diane Nelson - Aye

REPORT OF THE CHAIRPERSON: None

REPORT OF THE EXECUTIVE DIRECTOR:

Douglas G. Dzema reported the following:

- 1) Boiler repair ongoing.
 - a. October 1st we started to dismantle boiler #2. This boiler will be rebuilt as well.
 - b. We will have two (2) brand new, rebuilt, boilers.
- 2) RPM came out to visit this building with engineers, a total of about six (6) people came out to become more acclimated to what we have here.
- 3) Progress with RPM:
 - a. Constant conversations with RPM.
 - b. Weekly phone calls with HMFA, RPM and HUD to go through documents.
- 4) Section 8 Admin Plan Revision of Payment Standards
- 5) Section 8 Admin Plan Revision of Utility Allowances
- 6) Late submissions – Annual Service Contracts
 - a. Automatic Door Operator Maintenance and Repair Services.
 - b. Electrical Repair Services.
 - c. Fire Pump Inspection, Maintenance and Repair Services.
 - d. Painting Services.
- 7) Changing Banks:
 - a. Mary Foley asked if we could change banks from Provident to a local bank in Keansburg, Valley National Bank, because it is closing at the end of the year.
 - b. Changing banks is a huge process that needs to be procured. We will not be changing banks before closing.

REPORT OF THE ASSISTANT DIRECTOR:

Summary of Cash:

Checking Account - \$99,372.29

CORRESPONDENCE: None

RESOLUTIONS:

Upon a motion made by Mattie Anderson, seconded by Carol DeBlasio to approve resolution 10-10-18-01, payment of invoices.

Roll Call Vote:

Mattie Anderson – Aye	Tammy Carrier - Aye	Ann Commarato – Aye
Carol DeBlasio – Aye	Thomas Foley – Absent	Mary Foley – Aye Diane Nelson - Aye

Upon a motion made by Ann Commarato, seconded by Mattie Anderson to approve resolution 10-10-18-02, to add signatories to and remove Pat Holly from the Housing Authority's bank accounts.

Roll Call Vote:

Mattie Anderson – Aye	Tammy Carrier - Aye	Ann Commarato – Aye
Carol DeBlasio – Aye	Thomas Foley – Absent	Mary Foley – Aye Diane Nelson - Aye

Upon a motion made by Mattie Anderson, seconded by Tammy Carrier to approve resolution 10-10-18-03, to set Fair Market Rents effective 12/1/18.

Roll Call Vote:

Mattie Anderson – Aye	Tammy Carrier - Aye	Ann Commarato – Aye
Carol DeBlasio – Aye	Thomas Foley – Absent	Mary Foley – Aye Diane Nelson - Aye

Upon a motion made by Mattie Anderson, seconded by Tammy Carrier to approve resolution 10-10-18-04, to set Utility Allowances effective 12/1/18.

Roll Call Vote:

Mattie Anderson – Aye	Tammy Carrier - Aye	Ann Commarato – Aye
Carol DeBlasio – Aye	Thomas Foley – Absent	Mary Foley – Aye Diane Nelson - Aye

Upon a motion made by Ann Commarato, seconded by Mattie Anderson to approve resolution 10-10-18-05, award contracts for the following to terminate at date of closing:

- a. Automatic Door Operator Maintenance and Repair Services.
- b. Electrical Repair Services.
- c. Fire Pump Inspection, Maintenance and Repair Services.
- d. Painting Services

Roll Call Vote:

Mattie Anderson – Aye

Tammy Carrier - Aye

Ann Commarato – Aye

Carol DeBlasio – Aye

Thomas Foley – Absent

Mary Foley – Aye

Diane Nelson - Aye

REPORT OF THE ATTORNEY:

Richard Sciria report for executive session.

REPORT OF THE ACCOUNTANT: None

COMMITTEE REPORTS:

Personnel – None

Building & Grounds – None

Resident Grievance – None

Applicant screening – None

Finance – None

Public Comment:

Nancy Hosey, Apt. 308 asked if RPM will make an appearance next month, because people have anxiety about this. Doug Dzema stated he would look into it.

Tom Jadus, Apt. 503 asked if the old work orders are still being done, because he has been waiting for a replacement blind for six months. Diana will check with Joe.

Sandra Longenbach-Kuronya, Apt. 615 asked will RPM be doing any repairs on the plumbing and electrical systems? Doug Dzema stated that's the plan.

Tenant stated when she plugs stuff in her electric blows.

Claire Lyons, Apt. 405 asked if there will be somewhere for the smokers to go in the rain or the snow? Will there be a gazebo or tent put up. Doug Dzema responded I can't tell you what would be added, I can only tell you what we have now. I don't know what they plan to do there. Rich Sciria reminded the tenants that the building is still smoke free and they have to be 25 feet from the building.

Lisa Vingara, Apt. 601 asked what we do about people who don't belong on the property? There are no trespassing signs.

Lisa states people are sitting here that do not live here or have friends here and are often sitting outside. Rich Sciria instructed tenant to call the police if she is in danger and let Diana know.

Unfinished Business – None

New Business – None

Diane Nelson ordered a close of the public sessions to enter into the executive session at 7:25 PM.

Richard Sciria, Attorney, reported the following will be discussed in executive session:

- 1) 2 Tenant matters
- 2) 2 Personnel matters
- 3) 1 Union matter

There bring no further business before the board a motion made by Ann Commarato, seconded by Mattie Anderson to adjourn at 8:05 p.m. be approved. All In Favor

MEETING HELD – October 10, 2018

ATTEST:

DOUGLAS G. DZEMA

SECRETARY/EXECUTIVE DIRECTOR