

MINUTES OF THE HOUSING AUTHORITY – BOROUGH OF KEASNBURG

The regular meeting of the Housing Authority was held on Wednesday, August 9 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, Ann Commarato, Mary Foley, Diane Nelson and Judy Ferraro

Excused: Thomas Foley

Upon a motion made by Carol DeBlasio, seconded by Matie Anderson to approve minutes of the regular meeting and executive meeting held on June 14 2017.

Roll Call Vote:

Mattie Anderson – Aye

Mary Foley – Aye

Carol DeBlasio – Aye

Diane Nelson – Aye

Ann Commarato – Aye

Judy Ferraro – Aye

REPORT OF THE CHAIRPERSON – None

REPORT OF THE EXECUTIVE DIRECTOR:

Douglas G. Dzema reported the following:

- 1) We met with our developer, RPM, Tom Cusick and Raymond O’Hare to discuss the payment in lieu of taxes that will be required for the tax credit deal. we would like to duplicate the pilot that we already have.
- 2) We await the outcome of the federal home bank application. We feel our application will be competitive.
- 3) Capital fund update
 - a) The emergency pull cords have been repaired. The door strikers are no longer in use.
- 4) We purchased a new motor for one of our the elevator cars
- 5) Our outdoor air compressor was replaced in the air conditioning unit.
- 6) Boiler repairs will begin shortly.
- 7) We advertised for auditor and attorney services
- 8) The Borough centennial celebration is October 6th, 7th and 8th

REPORT OF THE ASSISTANT EXECUTIVE DIRECTOR:

Summary of Cash

June \$111,837.21

July \$204,123.73

CORRESPONDENCE: None

RESOLUTIONS:

Upon a motion made by Mattie Anderson, seconded by Carol DeBlasio to approve resolution 08-09-17-01, ratifying invoices for July.

Roll Call Vote:

Mattie Anderson – Aye

Mary Foley – Aye

Ann Commarato – Aye

Diane Nelson – Aye

Carol DeBlasio – Aye

Judy Ferraro – Aye

Upon a motion made by Diane Nelson, seconded by Mary Foley to approve resolution 08-09-17-02, invoices for August.

Roll Call Vote:

Mattie Anderson – Aye

Mary Foley – Aye

Ann Commarato – Aye

Diane Nelson – Aye

Carol DeBlasio – Aye

Judy Ferraro – Aye

Upon a motion made by Carol DeBlasio, seconded by Ann Commarato to approve resolution 08-09-17-03, adoption of the New Jersey State Budget for fiscal year ending 09-30-18.

Roll Call Vote:

Mattie Anderson – Aye

Mary Foley – Aye

Ann Commarato – Aye

Diane Nelson – Aye

Carol DeBlasio – Aye

Judy Ferraro – Aye

Upon a motion made by Mary Foley, seconded by Diane Nelson to approve resolution 08-09-17-04, adoption of a corrective action plan for audit findings 2016-001

Roll Call Vote

Mattie Anderson – Aye

Mary Foley – Aye

Carol DeBlasio – Aye

Diane Nelson – Aye

Ann Commarato – Aye

Judy Ferraro – Aye

Upon a motion made by Mattie Anderson, seconded by Carol DeBlasio to approve resolution 08-09-17-05, renew membership for JIF.

Roll Call Vote

Mattie Anderson – Aye

Mary Foley – Aye

Carol DeBlasio – Aye

Diane Nelson – Aye

Ann Commarato – Aye

Judy Ferraro – Aye

Upon a motion made by Ann Commarato, seconded by Mattie Anderson to approve resolution 08-09-17-06, ratifying change order #2 for emergency pull cords upgrades

Roll Call Vote:

Mattie Anderson – Aye

Mary Foley – Aye

Carol DeBlasio – Aye

Diane Nelson – Aye

Ann Commarato – Aye

Judy Ferraro – Aye

Upon a motion made by Mattie Anderson, seconded by Diane Nelson to approve resolution 08-09-17-07, authorizing the extension of the contract for flooring and repair and replacement services.

Roll Call Vote:

Mattie Anderson – Aye

Mary Foley – Aye

Carol DeBlasio – Aye

Diane Nelson – Aye

Ann Commarato – Aye

Judy Ferraro – Aye

REPORT OF THE ATTORNEY:

Richard Sciria reported the following:

- 1) Non-smoking policy – going forward, public already notified, federal law – no smoking in building, including apartments. It will be a lease violation if caught smoking and residents are responsible for their guest. Rich will check to see if we can charge a fine. We will include a smoke cessation program and will include it in our annual plan.
- 2) Screening panels – We are still moving forward with the panels
 - a) No further restrictions in terms of NTN scores
 - b) Lack of credit history is not grounds for rejection. In cases where there is no credit history, there must be another reason to reject an applicant.
 - c) Management has a right to review all rejected applications and overturn a rejection by the screening/panel committee without a hearing if management believes there was no basis for the rejection.
 - d) Douglas G. Dzema stated that an applicant having been evicted is not necessarily ineligible for housing
 - e) If applicant is determined ineligible by panel must send denial letter and a right to appeal.
 - f) If applicant score is 75 they are automatically accepted, if they have no credit, converse with them to see why.
 - g) If management overturns rejection by panel must bring back to panel for further review.
 - h) Comments from screening committee can be sent to panels.

REPORT OF THE ACCOUNTANT: None

COMMITTEE REPORTS:

Personnel – None

Building and Grounds – None

Resident Grievance – None

Applicant Screening – None

Finance – None

PUBLIC COMMENT:

Sandy Longenback, apt. 615, stated that there is a caregiver in the building that is a felon. Also asked the following:

Is vapor going to be included in the non-smoking policy

1st floor is cleaned but all other floors need to be cleaned

Lights in hallways and elevators need to be cleaned.

UNFINISHED BUSINESS – None

NEW BUSINESS – None

Upon a motion made by Diane Nelson, seconded by Carol DeBlasio 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 Diane Nelson seconded by Carol DeBlasio to adjourn at 8:01 p.m. be approved. All in Favor

MEETING HELD ON AUGUST 9, 2017

ATTEST:

DOUGLAS G. DZEMA

EXECUTIVE DIRECTOR/SECRETARY