

## REGULAR MEETING OF April 18, 2017

The Commissioners of the Housing Authority of the Township of Neptune, in the County of Monmouth, met in regular session in the conference room at 1810 Alberta Avenue, Neptune, New Jersey. Chairman Holland called the meeting to order at 5:45 P.M. Mr. Cook called the roll.

Present: Commissioner Foster, Holland, Holly, Vuono, Wright  
Absent: Commissioner Griggs, Johnson

It was announced that the requirements of R.S. 10:4-18 has been satisfied by the publication of the required advertisement in the Coaster and in the Asbury Park Press on April 15, 2017, posted on the bulletin board in the Central Office of the Housing Authority of the Township of Neptune and filing said notice with the Municipal Clerk of the Township of Neptune. In case of a fire, the stairways to the right and left will be utilized as our emergency exits.

### **Minutes:**

*The minutes of regular meeting of March 21, 2017, were offered for approval by Commissioner Holly and seconded by Commissioner Foster. The "Ayes" and "Nays" were as follows:*

*Ayes: Commissioner Foster, Holland, Holly, Vuono, Wright  
Nays: None*

The Chairperson thereupon declared the motion carried.

*The minutes of the Reorganization meeting of April 6, 2017, were offered for approval by Commissioner Wright and seconded by Commissioner Foster. The "Ayes" and "Nays" were as follows:*

*Ayes: Commissioner Foster, Holland, Holly, Vuono, Wright  
Nays: None*

The Chairperson thereupon declared the motion carried.

### **Financial Report:**

The Chairperson asked if there were any questions regarding the financial report for March 2017, being none Commissioner Holly moved to accept and Commissioner Wright offered a second. The "Ayes" and "Nays" were as follows:

*Ayes: Commissioner Foster, Holland, Holly, Vuono, Wright  
Nays: None*

The Chairperson thereupon declared the motion carried.

### **Bills to Be Paid for the Month of February**

There were no bills as of yet to be paid, will notify the board when the list is complete.

*Ayes: Foster, Holland, Holly, Vuono, Wright  
Nays: None*

The Chairperson thereupon declared the motion carried.

### **Resident Arrears Report:**

Mr. Wigenton stated court was held Friday, April 7, 2017, there were 11 non-payments complaints filed, 6 residents paid prior to court and five entered into stipulations, with one resident moving out. The chairperson asked if there were any questions regarding the Resident Arrears report for April 2017, being none Commissioner Foster moved to accept and Commissioner Vuono offered a second. The "Ayes" and "Nays" were as follows:

*Ayes: Commissioner Foster, Holland, Holly, Vuono, Wright  
Nays: None*

The Chairperson thereupon declared the motion carried.

### **Committee Reports:**

Commissioner Vuono read the highlights of the Operations report into the record.

**Correspondence:**

Commissioner Foster distributed a flyer requesting donations and addressed the board on her behalf as she had been picked as a recipient by the Heart to Heart project that raises monies to take mothers who lost a child to Atlanta Georgia for a Luncheon honoring them. The Board of Commissioners and Mr. Cook is very proud of her and offered her donations to help in her quest.

**Old Business:****New Business:**

The Housing Authority has advertised for Roofing and Siding Company. Two proposals were received, reviewed and evaluated by the Executive Director and Director of Operations. Roof Management was the lowest responsible bid. A resolution was offered to hire Roof Management for the Roofing and Siding Contract for the years April 1, 2017 to March 31, 2019. A motion was offered to accept by Commissioner Holly and seconded by Commissioner Vuono, the "Ayes" and "Nays" were as follows:

*Ayes: Commissioner Foster, Holland, Holly, Vuono, Wright*

*Nays: None*

**Said motion was Resolution #2000**

Due to the reduction in Operating allocations from HUD FYE 2016 and the reduction in operating subsidy thus far in 2017, along with a payout associated with a staff member retiring, the agency's cash flow has resulted in an accumulation of \$200,000 in accounts payable. The Housing Authority has the need to transfer money from a CD account with Manasquan Savings into the operating fund to cover a shortfall and provide the financial where withal necessary to make it through the current year. A resolution was offered to approve the transfer of funds by Commissioner Foster and seconded by Commissioner Holly, the "Ayes" and "Nays" were as follows:

*Ayes: Commissioner Foster, Holland, Holly, Vuono, Wright*

*Nays: None*

**Said motion was Resolution #2001****Topic for Discussion:**

Mr. Cook presented a memo to the Commissioners regarding reductions with respect to capital and operational funds from HUD that have impugned the agency's cash flow and proposed a solution to make it through the current fiscal year along with staff initiatives to be proactive in addressing the agency's cash flow.

Chairperson Holland added the financial committee, Mr. Cook, our bookkeeper along with the Authority's accountant Dave Ciarrocca and herself met to discuss the Authority's financial budget and ways to offset the current reduction of funds coming from HUD. The Policy committee along with our attorney will meet to discuss some policy changes to potentially increase revenue and place a cap on retiring payouts and sick time accumulation.

Chairperson Holland handed out the TNHA Commissioner's Committees for 2017 and asked the Commissioners if they were not able to fulfill the obligation of that committee please let her know. She also commended the attorney and Commissioner Vuono on a great job attending committee meeting and keeping the board informed with their reports.

Mr. Cook mentioned the waiting list for public housing and section 8 will be opening up. Public housing will open up for three days beginning Tuesday, May 23, 2017. Section 8 will open on June 7, 2017 and we will be handing out 150 applications.

**Public Portion:**

Ellis Jones, of 30 Ridge Court, #4 addressed the board and distributed a flyer for Career Exploration Session for children grades 4-8, hosted by College Achieve Charter School. The session is being held at the Neptune Housing Authority Community Room at 30 Ridge Court on Thursday, May 4, 2017. They would like to see at least twenty children come out. He explained the importance of Charter Schools and the opportunity it brings to families for higher education.

Chairperson Holland asked Mr. Jones how everything was going at 30 Ridge. Mr. Jones stated the Township never finished their portion of the park and instead of putting the rubberized turf down on the playground they put wood chip, which is impacting our property. Mr. Cook stated that they have a meeting with the Township to review the plans.

**EXECUTIVE SESSION:**

***Whereas***, Chapter 231 of the Public Laws of 1975, known as the "Open Meetings Law," authorizes a public body to meet in executive or private session under certain limited circumstances; and

***Whereas***, said law requires the Board of Commissioners to adopt a resolution at a public meeting before it can meet in such executive or private session;

***Now, Therefore Be It Resolved*** that the Township of Neptune Housing Authority does hereby determine that it is necessary to meet in session prior to adjournment of this public meeting to discuss legal/personnel matters and the matters to be discussed are excluded from public discussion under the law and will be made public when the confidentiality is no longer required.

**ADJOURNMENT OF MEETING:**

A motion to adjourn was offered by Commissioner Vuono and seconded by Commissioner Holly. The meeting was adjourned.

---

Bart Cook  
Executive Director