

## REGULAR MEETING OF MARCH 21, 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 Griggs, Holland, Holly, Vuono, Wright  
Absent: Commissioner Foster, 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, 2016, 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 February 21, 2017, were offered for approval by Commissioner Holly and seconded by Commissioner Wright. The "Ayes" and "Nays" were as follows:

Ayes: Commissioner Holland, Holly, Vuono, Wright  
Nays: None  
Abstained: Griggs

The Chairperson thereupon declared the motion carried.

### **Financial Report:**

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

Ayes: Commissioner Griggs, Holland, Holly, Vuono, Wright  
Nays: None

The Chairperson thereupon declared the motion carried.

Mr. Cook also mentioned that they finally were able to deposit the laundry money and it will be on next month's report.

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

Ayes: Commissioner Griggs, Holland, Holly, Vuono, Wright  
Nays: None

The Chairperson thereupon declared the motion carried.

### **Resident Arrears Report:**

Mr. Wigenton stated although there were 13 non-payments complaints filed for the month of February, four have already paid. He mentioned that court will be held on Friday, April 7<sup>th</sup> and he expects more to pay before court. He also mentioned that we are in the process of finalizing the legal requirement for having a unit cleaned out where a tenant appeared to have abandoned by leaving her personal property in the unit. The chairperson asked if there were any questions regarding the Resident Arrears report for February 2017, being none Commissioner Wright moved to accept and Commissioner Holly offered a second. The "Ayes" and "Nays" were as follows:

Ayes: Commissioner Griggs, 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:**

Mr. Cook read the Neptune Township Committee Resolution that re-appointed Chairperson Holland to another five-year term on the Board of Commissioners. All Congratulated her.

**Old Business:**

**New Business:**

A resolution was offered to promote Ms. Karen Jones to Section 8 Coordinator of the Housing Authority with a \$3,500 increase to her base salary. A motion was offered to accept by Commissioner Wright and seconded by Commissioner Griggs, the "Ayes" and "Nays" were as follows:

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

*Nays: None*

**Said motion was Resolution #1994**

A Resolution was offered to promote Tara Bruce as a probationary full time employee in the position of Section 8 clerk of the Housing Authority with a \$2,000 increase to her base salary. A motion was offered to accept by Commissioner Griggs and seconded by Commissioner Holly, the "Ayes" and "Nays" were as follows:

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

*Nays: None*

**Said motion was Resolution #1995**

The Housing Authority has the need for an Office Manager. A resolution was offered to promote Melissa Garaio to Office Manager of the Housing Authority with a \$3,000 increase to her base salary. A motion was offered to accept by Commissioner Holly and seconded by Commissioner Griggs, the "Ayes" and "Nays" were as follows:

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

*Nays: None*

**Said motion was Resolution #1996**

The Housing Authority has advertised for the annual performance contractors. All bids were received, reviewed and evaluated by the Executive Director and Director of Operations. A resolution was offered to hire the following list of companies:

- |                           |                                       |
|---------------------------|---------------------------------------|
| Boiler Repair             | - Marlee Contractors, LLC             |
| Pump Repair               | - Pilot Electric Co. Inc.             |
| Electrical Contractor     | - PLV Electric, LLC                   |
| Flooring Contractor       | - TPK Construction, Inc.              |
| Fire & Safety Inspections | - Rapid Fire & Security Systems, Inc. |
| Pest Extermination        | - Action Pest Control                 |
| Painting                  | - Balanikas Painting, LLC             |
| Computer                  | - Mazteck                             |

A motion was offered to accept by Commissioner Vuono and seconded by Commissioner Griggs, the "Ayes" and "Nays" were as follows:

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

*Nays: None*

**Said motion was Resolution #1997**

**Topic for Discussion:**

In reviewing the Annual Bid Resolutions, Commissioner Vuono observed that only one contractor was new from last year. Commissioner Griggs cautioned that when new contractors are not appointed there is often a tendency to see rates rise.

Chairperson Holland stated that she reached out to our congressional delegation to advise them that members of the TNHA Board of Commissioners will be attending the NAHRO Conference coming up on March 25<sup>th</sup> through March 29<sup>th</sup> in DC that she hoped to see some of them on Capitol Hill.

Mr. Cook stated that the financial situation is very challenging and chilling. He mentioned that what he has been reading show a grim picture with respect to capital and operational funds from HUD. Additionally, the presidents proposed budget gives a severe blow to public housing.

Commissioner Griggs mentioned that his organization has a freeze on new spending and new hires.

**Public Portion:**

Mr. Pat Brennan of 1803 Lake Alberta Homes, Apt. 36, thanked Chairperson Holland for visiting his apartment. He mentioned that the roofer came to his home and stated that the roof can no longer be patched and needs replacement. Mr. Cook assured him that once we have the resources in place, the roof will be scheduled for replacement. Mr. Brennan stated that he needs a new light, caulking around his tub and closet molding, but Mr. Mauro said "no." He complained about other issues concerning Mr. Mauro and Chairperson Holland cautioned him with his remarks as Mr. Mauro was not here to defend himself and that Mr. Cook is here to address those types of concerns. Mr. Brennan further stated that many feel that if they come out to board meetings, they will be 'thrown out.' Chairperson Holland told him that was not true and she reiterated that all residents and others are always welcomed to these public meetings.

**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 Griggs and seconded by Commissioner Vuono. The meeting was adjourned at 6:22pm.

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Bart Cook  
Executive Director