

# REGULAR MEETING OF AUGUST 21, 2018

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. Chairperson Holland called the meeting to order at 5:30 P.M. Mr. Cook called the roll.

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

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 11, 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 July 17, 2018 were offered for approval by Commissioner Foster and seconded by Commissioner Griggs. The "Ayes" and "Nays" were as follows:

Ayes: Commissioners Foster, Griggs, Holland and Holly  
Nays: None  
Abstain: Vuono

The Chairperson thereupon declared the motion carried.

## **Financial Report:**

The board reviewed the Financial Report for July 2018. The Chairperson asked the Executive Director if he spoke to Rise and Shine, as they are four months behind in their rental payment. Mr. Cook said he had spoken with Rise & Shine and expects a check any day, but will give them a call. Chairperson Holland asked if there were any other questions regarding the financial report for July 2018, being none Commissioner Griggs moved to accept and Commissioner Foster offered a second. The "Ayes" and "Nays" were as follows:

Ayes: Commissioners Foster, Griggs, Holland, Holly and Vuono  
Nays: None

The Chairperson thereupon declared the motion carried.

Let the record reflect Mr. Wright arrived at 5:45pm

## **Bills to Be Paid for the Month of July 2018**

BURKE CONTRACTING	\$2,950.00	WILMAR	\$1,070.07
GE APPLIANCE	\$4,458.00	NORTHWIND MECHANICAL CFP-2018	\$18,553.00
HOME DEPOT	\$3,307.44	STAPLES	\$1,534.49
CUSTOM CARE LAWN	\$6,956.58		

A motion was offered to pay the presented bills by Commissioner Wright and Commissioner Holly offered the second. The "Ayes" and "Nays" were as follows:

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

The Chairperson thereupon declared the motion carried.

**Resident Arrears Report:** Mr. Wigenton stated there were 13 non-payments filed. All paid but two. There is one order of Removal and one Order to Show Cause; court is Thursday at 1:00pm. The One-strike filed last month should be vacating October. Commissioner Vuono moved to accept and Commissioner Griggs offered a second. The "Ayes" and "Nays" were as follows:

Ayes: Commissioners Foster, Griggs, Holland, Holly, Vuono and Wright  
Nays: None

The Chairperson thereupon declared the motion carried.

**Committee Reports:**

Commissioner Vuono read the highlights of the operations reports that were submitted into the record.

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

The Beatty Group; RAD Consulting Firm and Love Funding presented the Board with a booklet on Steps in a RAD Conversion. They discussed the RAD Program and broke it down in steps from the application process, getting approved, Financial Planning, closings and renovations to securing loans. They were very knowledgeable and were able to answer all of the Commissioners tough questions. Mr. Cook said that the Beatty Group was impressed by our maintenance building and how well our housing units are maintained. There is a long road ahead and a lot of decisions that need to be made to getting the project up and running and having The Beatty Group and Love Funding present tonight gives us a better understanding of the Rad conversion process.

The Township of Neptune Housing Authority has determined that a membership in the Joint Insurance Fund is in the best interest of the Authority. The TNHA authorizes Bart J. Cook to execute the application for membership on behalf of the Authority. A resolution Accepting Assessment and Approval by the N.J. Department of Insurance and the Department of Community Affairs was offered by Commissioner Griggs and seconded by Commissioner Vuono the "Ayes" and "Nays" were as follows:

Ayes: Commissioners Foster, Griggs, Holland, Holly, Vuono and Wright  
Nays:

**Said Motion was Resolution #2033**

The Township of Neptune Housing Authority has determined a need exists to address the quality of continued affordable housing within the Neptune Community. The Board of Commissioners authorizes Mr. Bart J. Cook to complete and submit a RAD application. A resolution to accept was offered by Commissioner Griggs and seconded by Commissioner Vuono the "Ayes" and "Nays" were as follows:

Ayes: Commissioners Foster, Griggs, Holland, Holly, Vuono and Wright  
Nays:

**Said Motion was Resolution #2034**

The Township of Neptune Housing Authority has sought proposals for Architectural/Engineering services necessary to prepare the design, bidding and implementation of the 2018 Capital Fund Program. A resolution to accept OCA Architects proposal was offered by Commissioner Wright and seconded by Commissioner Vuono the "Ayes" and "Nays" were as follows:

Ayes: Commissioners Foster, Griggs, Holland, Holly, Vuono and Wright  
Nays:

**Said Motion was Resolution #2035****Topic for Discussion:**

Chairperson Holland mentioned she would like the Finance Committee to meet in September to discuss employee raises. She would also like a sub-committee to be put in place to overlook and help in the RAD conversion. Appointed to the sub-committee for the Rad conversion were Commissioner's Vuono, Griggs and Chairperson Holland.

**Public Portion:**

Linda Johnson from Neptune addressed the board stating she attended the public meeting at Almerth Battle introducing our residents to Rad. She also asked if our Wait List is opening soon. Mr. Cook responded the wait list for both Section 8 and Public Housing are closed at this time. We will put a notice in the Asbury Park Press and The Coaster when they are going to open.

Commissioner Griggs added there will be 37 units available at Winding Ridge soon. Those who apply will have a chance to be chosen through a lottery system. The lottery will take place on October 31, 2018.

**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 Foster and seconded by Commissioner Vuono. The meeting was adjourned at 7:35pm.

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Bart Cook, Esq., PHM  
Executive Director