

AGENDA

FREEHOLD BOROUGH HOUSING AUTHORITY

Administrative Office

107 Throckmorton Street

Freehold, NJ 07728

August 3, 2016 at 5:00 p.m. – Regular Meeting

NEW JERSEY OPEN PUBLIC MEETING ACT NOTICE

As required by NJSA 10:4-6 et.seq. known as the Open Public Meetings Act, adequate notice of this meeting has been provided by the Secretary of the Housing Authority of the Borough of Freehold by preparing an Annual Notice dated December 2, 2015 setting forth the date, time and place of this meeting. Said notice was published in the local newspapers of record and posted on the Authority's website.

ROLL CALL

APPROVAL OF MINUTES for April 6, 2016, May 4, 2016 and June 1, 2016

ATTORNEY REPORT

EXECUTIVE DIRECTOR REPORT

RESOLUTIONS dated for approvable at the August 3, 2016 meeting

644-16	Resolution requesting Approval of the Payment of Invoices dated 7-6-16
645-16	Resolution requesting Approval of the Payment of Invoices dated 8-3-16
646-16	Resolution adopting the Civil Rights Policy

TENANT ISSUES

PUBLIC COMMENTS

ADJOURNMENT

NEXT MEETING DATE: Wednesday, September 7, 2016

**MINUTES OF THE
FREEHOLD BOROUGH HOUSING AUTHORITY
August 3, 2016**

Executive Director Joseph M. Billy called the meeting to order at 5:00 p.m. in the Administrative Office of the Freehold Borough Housing Authority. The following Commissioners were present: Chairperson Susan Sweetman, Commissioner Veronica Masi, Commissioner William Cannon, Commissioner Stella Mayes and Commissioner Reginald Sims (via-telecommunication). Also present were Joseph M. Billy, Jr., Executive Director, Sharon Whetzler, and Ms. Lourdes Lucas, Attorney.

Commissioners that were absent: Commissioner Lazaro Cardenas and Commissioner Frances McDaniel.

Executive Director Joseph M. Billy read the Open Public Meetings Act Notice, "Adequate notice of this meeting has been provided by the Secretary of the Housing Authority of the borough of Freehold by preparing an Annual Notice dated December 2, 2015, setting forth the date, time and place of this meeting. Said notice was published in the local newspaper for circulation and posted on the Authority's website.

THE MINUTES OF THE April 6, 2016 MEETING: The minutes were tabled due to a quorum of Commissioners who attended the meeting and are not present for tonight's vote.

THE MINUTES OF THE May 4, 2016 MEETING: The minutes were tabled due to a quorum of Commissioners who attended the meeting and are not present for tonight's vote.

THE MINUTES OF THE JUNE 1, 2016 MEETING: The minutes were tabled due to a quorum of Commissioners who attended the meeting and are not present for tonight's vote.

ATTORNEY REPORT: Mrs. Lucas reminded the Board that some time ago the Housing Authority had a judgment for non-payment of rent against a tenant, who purchase a home that went into foreclosure whereas the Housing Authority was named as a recipient to funds pending sale/foreclosure of said home is currently in mediation.

Mrs. Lucas reminded the Board that she has been working on the updated Supervisor/Employee Handbook as per the Joint Insurance Fund requirements due October 1, 2016. Mrs. Lucas distributed the Housing Authority's Civil Rights Policy with respects to all Officials, Appointees, Employees, Prospective Employees, Volunteers, Independent Contractors, and members of the public that come into contact with Municipal Employees, Officials and Volunteers. Mrs. Lucas thoroughly went through the policy with the Board of Commissioner concerning new updated Policies: Pregnancy Act, Communication Media, Employee Dating and Employment Procedures. After a brief discussion, it was noted to make corrections to the words Township/Municipality.

REPORT OF THE EXECUTIVE DIRECTOR:

At this time, Mr. Billy, Executive Director reported on the following topics:

Mr. Billy reported that our on-site maintenance staff went out on medical April 21st due to an injury to his fingers back in 2014 and shall return to full duty without restrictions. The Housing Authority worked out arrangements with RPD Construction to perform limited work orders and care for the lawns in between his normal business obligations, which is currently out on vacation. The Housing Authority is now working with maintenance staff from the Summit Housing Authority to prepare vacant units for occupancy and the carpet installer to maintain the lawn care at both sites.

Mr. Billy reported that the Housing Authority has received a Civil Rights Complaint filed against Mr. Frank Graziano and Ms. Sharon Whetzler regarding discrimination of an applicant. Mr. Billy informed the Board neither Mr. Graziano nor Ms. Whetzler have any knowledge of such applicant (through review of waiting list and applications were conducted). Mr. Billy advised the Board that Fair Housing has 120 days to answer such complaint. The Housing Authority has information that the applicant in questions has filed complaints against 25 Housing Authority's throughout New Jersey and Pennsylvania.

At this time, Mr. Billy recommended that the Housing Authority dissolve its application from RAD. Mr. Billy reminded the Board that Greystone lowered the unit cost to \$1.8 million which over a 20 year period would cost the Housing Authority \$7 million in Tax Credit expenses which is not favorable to the Housing Authority. Mr. Billy advised the Board that the Housing Authority updated cost to dissolve would be Legal Counsel, Consultant and Greystone.

Mr. Billy reminded the Board members that the 2016 NJAHRA Annual Conference and Trade Show would be held on September 25th through September 27th at the Resorts Hotel and Casino, Atlantic City if anyone was interested in attending.

Also, the NJNAHRO Professional Training & Networking would be held on November 14th through November 16th at the Tropicana Casino & Resort, Atlantic City if anyone was interested in attending.

RESOLUTION #644-16: Commissioner Sims motioned and seconded by Commissioner Mayes to approve the list of bills presented for payment dated July 6, 2016. The roll call was unanimous. The bills were approved for payment.

RESOLUTION #645-16: Commissioner Mayes motioned and seconded by Commissioner Masi to approve the list of bills presented for payment dated August 3, 2016. The roll call was unanimous. The bills were approved for payment.

RESOLUTION #646-16: Commissioner Sims motioned and seconded by Commissioner Mayes to accept the update Civil Rights Policy as prepared by Mrs. Lourdes Lucas, Attorney for the Housing Authority and required by the Joint Insurance Fund/Municipal Excess Liability.

TENANT ISSUES: No issues reported.

PUBLIC COMMENTS: At this time, a resident of 107 Throckmorton Street, Apt. 52 introduced themselves and proceeded to distribute 3 pages of concerns regarding their apartment unit. Resident has resided in apartment unit since September 2012. At this time, the Board of Commissioners and Mr. Billy requested that they have a chance to review the concerns, conduct an inspection and respond back to the resident at the next Board meeting scheduled for September 7, 2016 at 5:00 p.m.

COMMISSIONER COMMENTS: None at this time.

There being no further business before the Board, Commissioner Cardenas motioned and seconded by Commissioner Mayes to adjourn. The motion passed by unanimous voice vote and the meeting was adjourned at 5:50 p.m.

Respectfully submitted,
Joseph M. Billy, Jr., Executive Director