

AGENDA

FREEHOLD BOROUGH HOUSING AUTHORITY
Administrative Office
107 Throckmorton Street
Freehold, NJ 07728
September 7, 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, June 1, 2016 and August 3, 2016

ATTORNEY REPORT

EXECUTIVE DIRECTOR REPORT

RESOLUTIONS dated for approvable at the September 7, 2016 meeting

647-16	Resolution requesting Approval of the Payment of Invoices dated 9-7-16
648-16	Resolution approving the Financial Audit for the Fiscal Year ending December 31, 2015

TENANT ISSUES

PUBLIC COMMENTS

ADJOURNMENT

NEXT MEETING DATE: Wednesday, October 5, 2016

**MINUTES OF THE
FREEHOLD BOROUGH HOUSING AUTHORITY
September 7, 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, Ms. Lourdes Lucas, Attorney and Mr. Thomas Furlong, Fee Accountant.

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: Commissioner Mayes motioned and seconded by Commissioner Masi to approve the Minutes. The roll call was unanimous and the minutes were approved.

THE MINUTES OF THE JUNE 1, 2016 MEETING: Commissioner Mayes motioned and seconded by Commissioner Masi to approve the Minutes. The roll call was unanimous and the minutes were approved.

THE MINUTES OF THE AUGUST 3, 2016 MEETING: Commissioner Cannon motioned and seconded by Commissioner Mayes to approve the Minutes. The roll call was unanimous and the minutes were approved.

ACCOUNTANT REPORT: At this time, Mr. Furlong reported on the 2015 Audit report as distributed to all Commissioners. Mr. Furlong informed the Board that the Audit is a little late at no fault of the auditors and pointed out that the Audit is

clean with no Findings. Mr. Furlong reported that the State Pension system is currently under funded which the Housing Authority employees are enrolled in with the Housing Authority paying its fair share portion. However, Mr. Furlong advised the Board that the Housing Authority shall be liable for \$275,000 to the State Pension system leaving a surplus of \$90,000 in the operating account. Audit report due in HUD's office by September 30, 2016.

ATTORNEY REPORT: Mrs. Lucas reported to the Board that she had completed the updated Supervisor/Employee Handbook as per the Joint Insurance Fund and submitted the Certification as required by October 1, 2016.

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 has returned back to work on September 6, 2016.

Mr. Billy reported that the maintenance staff from the Summit Housing Authority has been working weekends to prepare several vacant units for occupancy.

Mr. Billy advised the Board that he conducted an inspection of 107 Throckmorton Street, Apt. 52 regarding previously submitted concerns within the apartment unit. Mr. Billy reported that some are tenant related issues (window screens, air conditioner, various holes). Mr. Billy was unable to verify any stains in carpet due to the fact of the furniture layout. Mr. Billy noted that repairs shall be made by maintenance.

Mr. Billy reported to the Board that it is with great sadness that Chairperson Sweetman has submitted her resignation effective October 10, 2016 from the Board.

RESOLUTION #647-16: Commissioner Sims motioned and seconded by Commissioner Mayes to approve the list of bills presented for payment dated September 7, 2016. The roll call was unanimous. The bills were approved for payment.

RESOLUTION #648-16: Commissioner Cannon motioned and seconded by Commissioner Masi to accept the 2015 Audit report as prepared by Lawson, Rescinio, Schibell and Associates. The roll call was unanimous.

TENANT ISSUES: No issues reported.

PUBLIC COMMENTS: At this time, residents of 107 Throckmorton Street, Apt. 41 and 32 introduced themselves and proceeded to inquire why Verizon Fios was not being offer as a cable provider in the building. The residents were advised that the Housing Authority would welcome Verizon if they chose to provide FIOS to the building and that the residents should contact Verizon and continue to request their services realizing that the fiber optic cables end at the corner across the street.

COMMISSIONER COMMENTS: At this time, Chairperson Sweetman advised the Board that there will be a fund raiser on behalf of Commissioner Sims. Chairperson Sweetman reported that there will be a pig roast, BBQ (hot dogs/hamburgers), gift auction and entertainment. Tickets are \$20 and will be held at the VFW on Waterworks Road from 1:00 p.m. to 6:00 p.m.

There being no further business before the Board, Commissioner Sims motioned and seconded by Commissioner Mayes to adjourn. The motion passed by unanimous voice vote and the meeting was adjourned at 5:45 p.m.

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