

**AGENDA FOR THE REGULAR MEETING
OF THE HOUSING AUTHORITY OF THE BOROUGH
OF FREEHOLD HELD ON AUGUST 5, 2015**

PUBLIC SESSION

Approval of minutes

Approval of bills & vouchers for June and July

Accountant: 2014 Financial Audit

**Resolutions: A/E Contract
2014 Financial Audit Approval**

Attorney Report:

**Executive Director: RAD update – Tax Credit Financial Consultant
Sidewalk Replacement at family site-week of 7/8
New appointed resident Commissioner**

Tenant Issues:

Public Comments:

Minutes regarding the Public Session of the Housing Authority of the Borough of Freehold held on August 5, 2015. A motion was duly made by Commissioner Sims and seconded by Commissioner Mayes that the Board members precede into open Public Session. Roll call:

PRESENT: Commissioner Sweetman, Mayes, Sims, Masi

EXCUSED: Commissioner McDaniel, Kelder, Cardenas

ALSO PRESENT: Joseph Billy, Sharon Whetzler, Ms. Lourdes Lucas, Mr. Thomas Furlong

APPROVAL OF MINUTES: At this time, the approval for March and June minutes has been table until the September meeting.

APPROVAL OF BILLS & VOUCHERS: Chairwoman Sweetman inquired if there were any questions pertaining to the list of bills presented for payment. At this time, Commissioner Sims inquired about the payment to Standard Elevator in the amount of \$2,210.00. It was explained that a state inspection was conducted and found that the pulley on the freight elevator has stretched and needed correction. Standard Elevator proposed the cost of \$2,210.00 to correct the violation. After a brief discussion, a motion was duly made by Commissioner Sims and seconded by Commissioner Mayes to accept the bills as presented. Chairwoman Sweetman called for a vote:

AYES: Commissioner Sweetman, Mayes, Sims, Masi

NAYS: None

ABSTAIN: None

ACCOUNTANT REPORT: Mr. Furlong reported that the 2014 Financial Audit has been completed and distributed to the Commissioners for their review. Mr. Furlong informed the Board that it is a clean report with no findings, shows that the Housing Authority used \$100,000 in surplus to replace the roof at the senior location and \$225,000 in reserve to move forward with RAD, in all it was a good year for the Housing Authority.

Mr. Furlong informed the Commissioners that the Housing Authority is in the preliminary stage of RAD and looking at about a year to closing. Mr. Furlong believes that this is a good move for the Housing Authority.

RESOLUTION 617: At this time, Mr. Billy, Executive Director requested a resolution be adopted certifying the Independent Audit for the fiscal year ending December 31, 2014 as prepared by the firm of Lawson, Rescinio, Schibell and Associates as received and personally reviewed. Mr. Billy as stated by Mr. Furlong informed the Commissioners that the report shows no findings. After a

brief discussion, a motion was duly made by Commissioner Sims and seconded by Commissioner Mayes to accept and certify the Independent Audit for the fiscal year ending December 31, 2014. Chairwoman called for a vote:

AYES: Commissioner Sweetman, Mayes, Sims, Masi
NAYS: None
ABSTAIN: None

RESOLUTION #618: At this time, Mr. Billy, Executive Director requested a resolution be adopted accepting proposal for Architectural & Engineering Service not to exceed \$30,000 from Aparri Engineering, LLC of Hackensack, NJ. Mr. Billy reported that the Housing Authority advertised and received two proposals for an On-Call Architect & Engineer Firm, each firm being scored base on qualifications, MBE and fee. After a brief discussion, a motion was duly made by Commissioner Sims and seconded by Commissioner Mayes to accept Aparri Engineering proposal not to exceed \$30,000. Chairwoman Sweetman called for a vote:

AYES: Commissioner Sweetman, Mayes, Sims, Masi
NAYS: None
ABSTAIN: None

ATTORNEY REPORT: No report at this time.

EXECUTIVE DIRECTOR REPORT: At this time, Mr. Billy updated the Commissioners that the Housing Authority has advertised for proposals (due August 11, 2015 at 10:00 a.m.) regarding a Tax Credit & Financial Consultant as part of the team regarding RAD. Mr. Billy reminded the Commissioners that the Housing Authority already has on board the Technical Consultants, Engineer, and Legal Counsel regarding the conversion of its public housing stock to RAD (Rental Assistance Demonstration). Mr. Billy informed the Commissioners monthly update conference calls with HUD and team members are conducted the last Tuesday of the month since June 30th.

Mr. Billy reported to the Commissioners that the sidewalk replacement work in front of building 115 to be named "Peace Pathway" was completed July 8th and prepared for tonight's dedication to the family, friends, Mayor & Council, residents and the community.

At this time, Mr. Billy asks that the Board welcome our newly appointed Commissioner, Ms. Veronica Masi of 107 Throckmorton Street, Apt. 43. Commissioner Masi shall serve out the unexpired term of former Commissioner Peace until December 2019.

COMMISSIONER COMMENTS: At this time, Chairwoman Sweetman informed the Board that Commissioner McDaniel's husband has been ill and apologizes for not attending recent meetings. Also, Chairwoman Sweetman informed the Board that Commissioner Kelder is currently in the hospital due to illness. Wishing both families the very best in their recovery.

At this time, Commissioner Masi thanked the Board for the opportunity to serve. Commissioner Masi did inform the Board that there is an issue with odor in the trash rooms on the individual floors especially during the summer months. Commissioner Masi informed the Board that maintenance staff cleans and mops the trash rooms on a daily bases. However, she is aware that some residents are throwing foods directly in the chute without bagging it. At this time, Ms. Whetzler has been instructed to send out a notice asking cooperation of all residents to bag household garbage before throwing it down the trash chute and also asking that they rinse recyclables prior to placing them in the proper containers in the trash rooms.

GUEST SPEAKER: No one at this time.

PUBLIC COMMENTS: The meeting was opened for public comments, the following issues were discussed: No comments were made – no one in attendant.

There being no further business to come before the Board, after a motion duly made by Commissioner Mayes and seconded by Commissioner Sims the meeting was adjourned at 5:35 p.m.

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Joseph M. Billy, Jr., Secretary