

AGENDA

FREEHOLD BOROUGH HOUSING AUTHORITY
Administrative Office
107 Throckmorton Street
Freehold, NJ 07728
January 3, 2018 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 6, 2017 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 August 2, September 6, October 4, November 8, and December 6, 2017

Revision to the minutes of March 1, 2017 and May 10, 2017

ATTORNEY REPORT

EXECUTIVE DIRECTOR REPORT

RESOLUTIONS dated for approvable at the January 3, 2018 meeting

690-18 Resolution for the Approval of the Payment of Invoices dated 1-3-2018

691-18 Resolution approving the final submission of 2018 Budget to the State

TENANT ISSUES

PUBLIC COMMENTS

ADJOURNMENT

NEXT MEETING DATE: Wednesday, February 7, 2018

**MINUTES OF THE
FREEHOLD BOROUGH HOUSING AUTHORITY
January 3, 2018**

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: Commissioner William Cannon, Commissioner Stella Mayes (via tele-communication), Commissioner Veronica Masi, and Commissioner Reginald Sims (via tele-communication). Also present were Joseph M. Billy, Jr., Executive Director, Attorney Peter C. Lucas, and Sharon Whetzler.

Commissioners that were excused: Commissioner Lazaro Cardenas

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 a Notice dated December 7, 2016, 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 December 6, 2017 MEETING: The minutes were tabled due to a quorum of Commissioners who attended the meeting and were not present for tonight’s vote.

THE MINUTES OF THE November 8, 2017 MEETING: The minutes were tabled due to a quorum of Commissioners who attended the meeting and were not present for tonight’s vote.

THE MINUTES OF THE October 4, 2017 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 September 6, 2017 MEETING: Commissioner Cannon 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 2, 2017 MEETING: The minutes were tabled due to a quorum of Commissioners who attended the meeting and are not present for tonight's vote.

REVISION TO THE MINUTES OF March 1, 2017 and May 10, 2017:

Commissioner Cannon motioned and seconded by Commissioner Masi to revise the minutes of March 1, 2017 and May 10, 2017 to correct Commissioner Mayes from absence to excused for those months.

At this time, Mr. Billy welcomed and introduced Mr. Peter C. Lucas to the Board.

ATTORNEY REPORT: Mr. Lucas reported that a judgment was entered on November 9th regarding a former tenant (no show) who vacated owing rent. However, the court has dismissed that judgment stating that the tenant was not properly notified of the court date. A search for the former tenant and a refileing will be necessary.

Mr. Lucas reported that a payment agreement was entered into with a former tenant who owes the Housing Authority \$3,000 shall make monthly payments in the amount of \$250.00 until paid in full.

Mr. Lucas reported that a judgment was entered on November 9th in small claim against Standard Waste Management of New Brunswick (no show) for damages to the security camera lines in the amount of \$900.00. Mr. Lucas stated that a Proof Hearing would be scheduled in order for the Housing Authority to provide documentation of the damage.

REPORT OF THE EXECUTIVE DIRECTOR:

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

Mr. Billy reported that the Board members received in their package an updated Treasurer report and Vacancy report as of November 30, 2017. Mr. Billy reported that the Housing Authority finance remain healthy. Mr. Billy stated that the Housing Authority continues to notify and interview potential applicants for its vacant units.

Mr. Billy reported that on December 22nd the dedication of bench and plaque

was presented to former Chairwoman Susan Sweetman for her 26 years of service to the Freehold Housing Authority. Family, Mayor, local police officers and friends were present.

Mr. Billy reported that the Sewer/Sidewalk replacement at the family site is completed. The contractor Fiore Paving Company shall receive their first payment of \$44,055. Remediation of the lawn will be completed by providing fresh top soil and seeds in the spring time.

Mr. Billy reported that he along with Sharon Whetzler attended the swearing in of Ms. Lourdes Lucas to judgeship.

Mr. Billy reported that the Borough Re-Organization will be held on January 7th and that he had submitted a letter regarding Commissioner re-appointments and new recommendations to the Board.

Mr. Billy informed the Board that he has approved new washers and dryers for the family site realizing that it has been some time since new machines were installed. Happy New Year family residents.

RESOLUTION #690-18: Commissioner Cannon motioned and seconded by Commissioner Masi to approve the list of bills presented for payment dated January 3, 2018. The roll call was unanimous. The bills were approved for payment.

RESOLUTION #691-18: Commissioner Cannon motioned and seconded by Commissioner Masi to approved the final adoption of the 2018 Budget to the State for their review and approvable. The roll call was unanimous.

RESOLUTION #692-18: Commissioner Cannon motioned and seconded by Commissioner Masi approving Professional Fee Accountant Services to Thomas Furlong for the period of February 1, 2018 to January 31, 2019. The roll call was unanimous.

RESOLUTION #693-18: Commissioner Cannon motioned and seconded by Commissioner Masi approving Professional Legal Services to the Law Offices of

Peter C. Lucas for the period of March 1, 2018 to February 28, 2019. The roll call was unanimous.

RESOLUTION #694-18: Commissioner Cannon motioned and seconded by Commissioner Masi approving Professional Auditing Services to Novograda & Company to conduct the 2017 Financial Audit. The roll call was unanimous.

RESOLUTION #695-18: Commissioner Cannon motioned and seconded by Commissioner Masi to appoint Ms. Sharon Whetzler as the 2018 Fund Commissioner to the Joint Insurance Fund. The roll call was unanimous.

TENANT ISSUES: At this time, Commissioner Masi inquired if the garbage chute could be cleaned due to odor. Ms. Whetzler informed Commissioner Masi that the chute is cleaned at the beginning of spring and fall, while residents continue to throw trash down the chute without securing their bags.

PUBLIC COMMENTS: None at this time.

There being no further business before the Board, Commissioner Cannon motioned and seconded by Commissioner Masi to adjourn. The motion passed by unanimous voice vote and the meeting was adjourned at 5:25 p.m.

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