

# AGENDA

**FREEHOLD BOROUGH HOUSING AUTHORITY**  
**Administrative Office**  
**107 Throckmorton Street**  
**Freehold, NJ 07728**  
**November 4, 2015 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 3, 2014 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 OF October 7, 2015

## ATTORNEY REPORT

## FEE ACCOUNTANT

## EXECUTIVE DIRECTOR REPORT

Building 18 – mold condition update  
Building 16 – report of bed bugs  
RAD update

## RESOLUTIONS

621-15 Resolution requesting Approval of the Payment of Invoices dated 11-4-15  
622-15 2016 State Budget Submission – 1<sup>st</sup> reading

## TENANT ISSUES

## PUBLIC COMMENTS

## ADJOURNMENT

NEXT MEETING DATE: Wednesday, December 2, 2015

**MINUTES OF THE  
FREEHOLD BOROUGH HOUSING AUTHORITY  
November 4, 2015**

Chairperson Susan Sweetman 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 Lazaro Cardenas, Commissioner Veronica Masi, Commissioner Reginald Sims, and Commissioner Stella Mayes. Also present were Joseph M. Billy, Jr., Executive Director, Sharon Whetzler, Thomas Furlong, Fee Account and Ms. Lourdes Lucas, Attorney.

Commissioners that were absent: Commissioner George Kelder and Commissioner Frances McDaniel.

Chairperson Susan Sweetman 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 3, 2014, 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 October 7, 2015 MEETING: Commissioner Cardenas motioned and seconded by Commissioner Mayes to approve the Minutes. The roll call was unanimous and the minutes were approved.

ATTORNEY REPORT: Ms. Lucas reported that a last chance agreement was entered into with the tenant of 16-1 on September 18, 2015 regarding monies owed to the Housing Authority. Ms. Lucas advised the Board that she has spoken with the tenant following a letter sent (10/16/15) reminding her of the balance due and owed prior to the deadline date of October 19<sup>th</sup>. The tenant of 16-1 advised her that she has no monies at this time and realizing it was a small portion owed she was given the date of October 30, 2015 to make full payment. As of this day, tenant has not made payment. After a discussion, Ms. Lucas was advise to proceed with eviction proceedings.

FEE ACCOUNTANT:

At this time, Mr. Furlong reported that the Housing Authority's 2016 State of New Jersey Budget has been prepared and ready for submission. Mr. Furlong explained that the Housing Authority will end the 2015 year with a surplus of \$20,000. Mr.

Furlong went to state that the Housing Authority will spend close to \$50,000 with it's' conversion to RAD expected to be completed in 2017. Mr. Furlong reported that Housing Authority's are receiving 83% in subsidies whereas RAD is looking at 90% funding. Mr. Furlong reported a very positive outlook for the Housing Authority that would received approximately \$3.5 million to rehab its property.

#### REPORT OF THE EXECUTIVE DIRECTOR:

Mr. Billy updated the Board on the following topics:

Remediation continues in Building 18 apartments regarding the broken water line of September 9<sup>th</sup>. The current focus is to return the tenants of 18-6 (tenant of 18-3) and 18-5 back into the apartments no later than Friday, November 13<sup>th</sup>, install the new floor tiles in 18-1 and 18-5, re-test and receive clearance. Moving forward into units 18-2 and 18-4 are currently being sanitizing, unit 18-2 shall receive new carpeting. As to 18-3 this unit shall receive new flooring, kitchen cabinets and complete downstairs painting.

It has been brought to the attention of the Housing Authority staff that in unit 16-2 there are possible bed bugs. Action Pest Services conducted a K9 inspection of units 16-1, 2 and 3. It was confirmed that the units have bed bugs and shall be scheduled for treatment.

Mr. Billy reported that he continues his monthly phone calls with HUD, accountant running dollar numbers to see what is needed, Housing Executive Directors comparing notes regarding the Co-Developer cost. Will the Housing Authority go mortgage or tax credit while keeping a small profit amount?

The Housing Authority received its 2014 FASS (Financial Assessment Score System) of 87 up two points from 2013.

RESOLUTION #621-15: Commissioner Cardenas motioned and seconded by Commissioner Sims to approve the list of bills presented for payment dated October 7, 2015. The roll call was unanimous. The bills were approved for payment.

RESOLUTION #622-15: Commissioner Cardenas motioned and seconded by Commissioner Mayes to submit the 2016 State Budget for the review and approval. The roll call was unanimous.

TENANT ISSUES:

Commissioner Masi inquired if the meetings are open to the public. Commissioner Masi was informed that all public sessions are opened to the public and that anyone could attend.

PUBLIC COMMENTS:

None at this time.

There being no further business before the Board, Commissioner Sims motioned and seconded by Commissioner Cardenas 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