

AGENDA

FREEHOLD BOROUGH HOUSING AUTHORITY

Administrative Office
107 Throckmorton Street
Freehold, NJ 07728

October 5, 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 and September 7, 2016

ACCOUNTANT REPORT

ATTORNEY REPORT

EXECUTIVE DIRECTOR REPORT

RESOLUTIONS dated for approvable at the October 5, 2016 meeting

649-16	Resolution requesting Approval of the Payment of Invoices dated 10-5-16
650-16	Resolution to write of Tenant Account Receivables
651-16	Introduction of the 2017 Budget
652-16	Waiting List Open – Seniors (62 years of age) and Families (3 bedrooms)

TENANT ISSUES

PUBLIC COMMENTS

ADJOURNMENT

NEXT MEETING DATE: Wednesday, November 2, 2016

**MINUTES OF THE
FREEHOLD BOROUGH HOUSING AUTHORITY
October 5, 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, Commissioner Lazaro Cardenas and Commissioner Reginald Sims. 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 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 SEPTEMBER 7, 2016 MEETING: Commissioner Sims motioned and seconded by Commissioner Masi to approve the Minutes. The roll call was unanimous with Commissioner Cardenas abstaining and the minutes were approved.

ACCOUNTANT REPORT: At this time, Mr. Furlong reported on the submission of 2017 budget to the State of New Jersey. Mr. Furlong advised the Board that the State has 45 days to review with the Housing Authority final adoption on or about December 1, 2016. Mr. Furlong reported that the Housing Authority has a \$400,000 reserve at the end of 2015 with a pension liability of \$275,000 payable over the next 15 years.

ATTORNEY REPORT: Mrs. Lucas reported to the Board that the Housing Authority Joint Insurance Fund Certification has been confirmed.

REPORT OF THE EXECUTIVE DIRECTOR:

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

Mr. Billy reported that the Housing Authority wishes to open its waiting for specific unit sizes. Currently the waiting list for seniors (62 years old or older) and families (3 bedrooms) have just about been depleted. The waiting list shall remain open until a sizeable list has been established.

Mr. Billy informed the Board as a practical business request that the Commissioners complete and return the bank signature form previously mailed back to the office for processing.

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

Mr. Billy reminded the Board that it is with great sadness that Chairperson Sweetman has submitted her resignation effective October 10, 2016 from the Board. Mr. Billy advised the Board that a new Chairperson could be voted on in November or allow the Vice-Chairperson to conduct the remaining months of 2016 and vote in the new Board in January 2017.

RESOLUTION #649-16: Commissioner Cardenas motioned and seconded by Commissioner Mayes to approve the list of bills presented for payment dated October 5, 2016. The roll call was unanimous. The bills were approved for payment.

RESOLUTION #650-16: Commissioner Sims motioned and seconded by Commissioner Cardenas to write off \$678.83 as uncollected rent loss. The roll call was unanimous.

RESOLUTION #651-16: Commissioner Cardenas motioned and seconded by Commissioner Sims to submit the 2017 budget to the State of New Jersey for their review and approvable as read. The roll call was unanimous.

RESOLUTION #652-16: Commissioner Sims motioned and seconded by Commissioner Mayes to publicly open the waiting list to accept application for specific units (seniors 62 years of age and older and family 3 bedroom units). The roll call was unanimous.

TENANT ISSUES: No issues reported.

PUBLIC COMMENTS: None at this time.

COMMISSIONER 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 5:35 p.m.

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