

## **AGENDA**

### **FREEHOLD BOROUGH HOUSING AUTHORITY**

**Administrative Office**

**107 Throckmorton Street**

**Freehold, NJ 07728**

**October 4, 2017 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 7, 2016 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, 2017 and September 6, 2017 meeting**  
**Revision to the minutes of March 1, 2017 and May 10, 2017**

#### **ATTORNEY REPORT**

#### **EXECUTIVE DIRECTOR REPORT**

**RESOLUTIONS dated for approvable at the October 4, 2017 meeting**

**683-17 Resolution for the Approval of the Payment of Invoices dated 10-4-2017**

**684-17 Resolution approving the Financial Audit for the Fiscal Year ending**  
**December 31, 2016**

#### **TENANT ISSUES**

#### **PUBLIC COMMENTS**

#### **ADJOURNMENT**

**NEXT MEETING DATE: Wednesday, November 1, 2017**

**MINUTES OF THE  
FREEHOLD BOROUGH HOUSING AUTHORITY  
October 4, 2017**

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: Chairman Reginald Sims, Commissioner William Cannon, Commissioner Veronica Masi, and Commissioner Lazaro Cardenas (via tele-communication). Also present were Joseph M. Billy, Jr., Executive Director, Attorney Lourdes Lucas and Sharon Whetzler.

Commissioners that were excused: Commissioner Stella Mayes

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 September 6, 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 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.

ATTORNEY REPORT: At this time, Ms. Lucas reported that the court date of September 22<sup>nd</sup> regarding a family tenant for non-payment of rent had been dismissed realizing the Housing Authority had a commitment from a local non-profit agency to assist in the arrearage.

Ms. Lucas reported that a small claim had been filed against a former tenant who vacated owing rent.

Ms. Lucas reported that she had filed a small claim against Standard Sanitation of New Brunswick for damage to the camera lines in the amount of \$900.00.

Ms. Lucas reported that she has e-mailed the Verizon engineer (Mr. Brian Petersen) regarding some of the issues the Housing Authority is experiencing with the installation of the new cable lines. At this time, Mr. Billy, Executive Director has issued no further work to be done until a meeting was held with representative from Verizon.

#### 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 August 31, 2017. Mr. Billy reported that the Housing Authority finance is healthy. Mr. Billy stated that the Housing Authority continues to notify and interview potential applicants for its vacant units.

Mr. Billy reported that emergency roof replacement was completed at building 14 due water leaks in apartment units and that the roof itself was extremely soft when inspected.

Mr. Billy reported that a pre-construction was held on September 13, 2017 regarding the Sewer/Sidewalk replacement at the family site. Construction is anticipated to begin the last week of October and be completed by Thanksgiving.

Mr. Billy reported that the Commissioner have received and reviewed the Financial Audit for fiscal year ending December 31, 2017. Mr. Billy advised the Board that on page 31 of the report states that there are no deficiencies or findings and that the Housing Authority is in compliance.

RESOLUTION #683-17: Commissioner Cannon motioned and seconded by Commissioner Masi to approve the list of bills presented for payment dated October 4, 2017. The roll call was unanimous. The bills were approved for payment.

RESOLUTION #684-17: Commissioner Cannon motioned and seconded by Commissioner Masi to accept the Housing Authority's Financial Audit for fiscal year 2016 as prepared by Lawson, Rescinio, Schibell and Associates of Oakhurst, New Jersey.

TENANT ISSUES: None at this time.

COMMISSIONER COMMENTS: None at this time.

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 5:20 p.m.

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