

HOUSING AUTHORITY OF BERGEN COUNTY
One Bergen County Plaza, FL 2
Hackensack, NJ 07601

MINUTES OF THE MEETING OF MAY 26, 2016

THESE MINUTES ARE NOT VERBATIM BUT ARE INSTEAD A SYNOPSIS OF WHAT TRANSPIRED AT THE REGULAR MEETING OF MAY 26, 2016.

PRESENT:

Commissioner Bruce Walenczyk, Chairman
Commissioner Steven Kopf, Vice Chairman
Commissioner Joanne English Rollieson, Treasurer
Commissioner Mark DiPisa
Commissioner Bob Taschler

Lynn Bartlett, Executive Director
Kevin McCann, Finance Director
Vincent Bufis, Field Operations Manager
John Biale, Director of Development
Terrence Corriston, Esq., Counsel
Esther Gatria, Human Resource Manager
Heather Wei, Executive Assistant

ABSENT:

Commissioner Danielle Peterson

NOTICE OF MEETING

Executive Director Lynn Bartlett read the following statement:

Consistent with the Byron M. Baer Open Public Meetings Act: P.L.1975c231, all meetings of public bodies shall be open to the public at all times. Notice of the regular meeting was provided to The Record and the Jersey Journal on December 28, 2015, and was provided to the County Clerk for posting at the County Administration Building, at which time the date, time and place were set forth. The minutes of the regular meeting will be available following the next regularly scheduled meeting.

The meeting was called to order at 5:11 p.m.

PLEDGE OF ALLEGIANCE

Chairman Walenczyk led the Board in the Pledge of Allegiance.

APPROVAL OF MINUTES

A motion was made by Commissioner English Rollieson to approve the minutes of the meeting of April 28, 2016. Motion was seconded by Commissioner Taschler.

VOTE: AYES: All Present Commissioners (5)
 ABSENT: Commissioner Peterson

Executive Director's Report

Chairman Walenczyk began the meeting by welcoming all Bergenfield tenants to the May Board of Commissioners meeting. He explained to the tenants that there would be regular order of business and then he would open the meeting to the public so that they may ask any questions or make comments.

RAD

The RAD transaction continues. Currently awaiting documentation confirming that HUD has received payment for Brookside Gardens so that we may move forward in using the residual receipts to close the RAD transaction.

BCHHH

Director Bartlett along with Shelter Director Julia Orlando met with Jane Linter, Director of Human Services, Dr. Nancy Mangieri, Director of Health Service, and Julian Neals, County Counsel, to discuss medication management at the BCHHH.

Personnel

Director Bartlett reported that a fulltime Tenant Coordinator had been hired. Ruben Morales will be making his rounds to each of the buildings to introduce himself to the tenants and to discuss what he will be doing moving forward.

Development

Emerson – Working on scheduling a June groundbreaking.

River Vale – Lease up process has begun and continues to move forward.

Northvale – The application was made available to the public between May 17th and May 26th. At last count applications totaled 265.

Saddle Brook – HDC attorney contacted Director Bartlett and made her aware of \$1 Million from the State in order to fund the project. In return they requested 5 units be set aside. Director Bartlett also had discussions with Monarch Associates to discuss further funding options.

Finance

Public Housing Cash has decreased by \$ 120,278
Operating Funds were not drawn down in April (\$131,427.00)

COCC & Community Dev Cash has decreased by \$ 311,856.00
COCC made its annual pension deposit of \$ 461,354

HHH Center Cash has increased by \$71,934 County payments have
started to come in.

Housing Choice Voucher Cash has increased by \$ 61,497
Received additional Admin Fees for prior quarter of \$ 56,015

Grant Programs Cash has decreased by \$ 25,809
S + C grants expired in March; renewals have been awarded
but are not yet available for drawn-downs.

HDC General Acct Cash decreased by \$ 25,462

Development Costs	
Emerson	\$22,165
Saddle Brook	\$0
Franklin Lakes	\$0
Northvale	\$0
River Vale	\$0

Other decreases resulted from normal payroll and operating expenses costs.

HDC Properties Cash increased by \$129,789
HDC Emergency Solutions cash decreased by \$ 8,740
Expenditures made for Northvale Start-up Costs \$ 2,870
Bergenfield showed an increase of \$ 66,602 due primarily to
bonds being paid off.

Managed Properties Cash decreased by \$9,193
River Vale start-up costs incurred of \$ 51,863
All other properties showed positive cash flows.

Trust Account Activity

Meaningful expected future transactions

HDC - Development Fee expected - Paris Avenue	\$25,000
MLK Center - Escrow funds should be returned.	\$22,929

Other

Lastly, Director Bartlett reported that she, Kevin McCann and Commissioner English Rollieson met with the Martin Luther King, Jr. Senior Center Board members and some concerned

seniors to discuss the possibility and need for the HABC to take over operations in order to keep the Center open. Unfortunately, the meeting was not received well. The HABC decided at that point to take a step back and allow the Center to iron out any of its issues on its own.

Subsequent to that meeting, the Center could no longer afford to remain open and doors were closed. Immediately after the closing, constituents began reaching out to Director Bartlett asking if the HABC could do anything.

The next step is to work with Lorraine Joewono, Director of County Senior Services, to amend the grant so that the HABC can assume the funds and start up Center operations again.

Attorney's Report

Mr. Corrison reported that personnel issues were being addressed and resolved. He further reported that he would discuss further in closed session.

Public Comments

A motion to open the meeting to the public was made by Commissioner Kopf and seconded by Commissioner Taschler.

VOTE:	AYES:	All Present Commissioners (6)
	ABSENT:	None

Tenant Ramona Rivera, Unit #225, would like the Board to consider placing a street light on Sylvan Avenue as it is known to be pitch black at night and the seniors have a difficult time walking on it. The Board stated that they would reach out to the municipality as it is a public street.

Linda Williams, Unit #313, explained that she had already reached out to Bergenfield DPW about Ms. Rivera's issue. Bergenfield said they would increase the wattage.

Ms. Williams also voiced concerns regarding tenants whom she believes are not properly placed in the Brookside Gardens. Some require more services than other, both mentally and physically. She asked if there could be a screening process moving forward to determine if Brookside is the best place for them.

George Lahood, Unit #519, discussed the ongoing issues he had with the building. He has allergies because of the smoking and would like the curbs painted. He also believes people are vandalizing his apartment. Commissioner DiPisa stated that if he felt that way he needs to call 911 as it is a police matter.

Susan Guliani, Unit #226, thanked Director Bartlett and the Board for the ongoing efforts to ensure Brookside Gardens is a better place to live for all tenants.

Florrie Roper, Unit #222, would like to know if anything can be done about the cigarette smells that go throughout her apartment and the hallways. Director Bartlett explained

that HUD is working on a policy to make all buildings smoke free; although it will be a while before implemented. When the time comes tenant meetings will be set up to address how to move forward.

Jared Prescott, Unit #513, requested directional signage in the driveways.

Gloria Elder, Unit #615, was wondering if any work was going to be done in the lobby to make it look nicer.

Director Bartlett ended the public comment session by stating that some of the issues tenants had, especially signage and driveway issues, would be addressed at a future tenant meeting.

A motion to close the meeting to the public was made by Commissioner DiPisa and seconded by Commissioner Kopf.

VOTE: AYES: All Present Commissioners (6)
 ABSENT: None

Consent Agenda

A motion to approve the consent agenda was made by Commissioner Kopf and seconded by Peterson.

VOTE: AYES: All Present Commissioners (6)
 ABSENT: None

A. Resolution 2016-33

Resolution approving the routine expenditures for the HABC for the period of 04/20/16 – 05/17/16.

B. Resolution 2016-34

Resolution approving the routine expenditures for the HDC for the period of 04/20/16 – 05/17/16.

C. Resolution 2016-35

Resolution certifying Section 8 Management Assessment Program (SEMAP) for the period of 04/1/15 - 03/31/16.

D. Resolution 2016-36

Resolution authorizing a renewal agreement with Tenmast Corporation to provide computer software support services.

A motion to go into closed session to discuss a potential litigation matter at 6:07 P.M. was made by Commissioner Taschler and seconded by Commissioner Kopf.

VOTE: AYES: All Present Commissioners (5)
 ABSENT: Commissioner Peterson

A motion to open to the public at 6:39 P.M. was made by Commissioner DiPisa and

seconded by Commissioner Taschler. Upon opening session to the public, Counsel noted members of the public returned.

VOTE: AYES: All Present Commissioners (5)
 ABSENT: Commissioner Peterson

Commissioner Taschler moved that the meeting be adjourned. Commissioner Kopf seconded the motion.

VOTE: AYES: All Present Commissioners (5)
 ABSENT: Commissioner Peterson

Meeting adjourned at 6:40 p.m.
Minutes prepared by: Heather Wei