

Housing Authority of the Borough of Buena  
County of Atlantic  
State of New Jersey

**REGULAR MEETING**

July 12, 2012

4:00 p.m.

The Regular Meeting of the Borough of Buena Housing Authority was called to order by Chairman Dandrea on Thursday, July 12, 2012 at 4:00 p.m. The following commissioners were present:

Chairman, Frank Dandrea  
Vice Chairman, Carla Giovinazzi  
Commissioner, Nancy Brunini  
Commissioner, Lynn Hoban  
Commissioner, Geraldine Errickson  
Commissioner, Emily Adams – Absent

The following individuals were also present: Jacqueline Jones, Executive Director; Roseann Mooney, Site Manager; Linda Avena, Accountant; Ron Miller, Site Improvement Manager; and Robert DeSanto, Solicitor

The following resident was in attendance: Marge Cooper, Pearl Lanzi, and Tony Ridolfo

After reading the "Sunshine Law Statement" Chairman Dandrea called for a motion to approve the minutes of the meeting of September 15, 2011. A motion was made by Commissioner Hoban and seconded by Commissioner Brunini. The following vote was taken:

Chairman, Frank Dandrea	Yes
Vice Chairman, Carla Giovinazzi	Abstain
Commissioner, Nancy Brunini	Yes
Commissioner, Lynn Hoban	Yes
Commissioner, Geraldine Errickson	Yes
Commissioner, Emily Adams	Absent

The minutes from January 19, 2012, February 16, 2012 and April 19, 2012 could not be approved due to a lack of Commissioners who were at these meetings being present. These minutes will be presented at the August 9, 2012 meeting for approval.

Chairman Dandrea called upon Linda Avena, Accountant to present the three-month Financial Report ending June 30, 2011. A motion was made by Vice Chairman Giovinazzi and seconded by Commissioner Hoban to accept the Financial Report. The following vote was taken:

Chairman, Frank Dandrea	Yes
Vice Chairman, Carla Giovinazzi	Yes
Commissioner, Nancy Brunini	Yes
Commissioner, Lynn Hoban	Yes
Commissioner, Geraldine Errickson	Yes
Commissioner, Emily Adams	Absent

Mrs. Jones gave her Administrative Report covering May 9, 2012 through July 4, 2012.

Mrs. Jones spoke of the storm damage from the June 30, 2012 storm which caused the faux chimneys to collapse on B building. She mentioned that the insurance company was contacted to file a claim. Ron Miller was taking care of getting estimates on the repairs. Mrs. Jones did not have anything else to discuss so she turned the meeting over to Ron Miller, Site Improvement Manager.

Solicitor, Robert DeSanto left the room recusing himself from this portion of the meeting regarding JJM Construction and the parking lot issue.

Ron Miller addressed the Commissioners concerning the issues with the parking lots. Ron said that a formal "Stop Work Order" had been filed with JJM Construction as the parking lots are not acceptable. The engineers Remington & Vernick requested that the parking lots be torn out and redone. As of this meeting no money has been paid to JJM Construction for asphalt. There is approximately \$40,000 left to pay on the contract. Ron is waiting to hear what JJM Construction is going to do. If needed, the authority would have to hire another attorney to handle the case such as Charles Gabage. There were some questions and discussion concerning the parking lots. All questions were answered by Ron Miller and Jacqueline Jones.

The solicitor returned to the meeting at this time. In closing, Mrs. Jones asked if there were any other questions from the Commissioners. There were none. With no further information to discuss, Mrs. Jones ended her Administrative Report.

**The following Resolutions were presented and passed as follows:**

**Resolution #2012-27**

Resolution #2012-27 approving the Monthly Expenses from April 20, 2012 through May 17, 2012. A motion was made by Commissioner Hoban and seconded by Commissioner Errickson to approve the resolution. The following vote was taken:

Chairman, Frank Dandrea	Yes
Vice Chairman, Carla Giovinazzi	Yes
Commissioner, Nancy Brunini	Yes
Commissioner, Lynn Hoban	Yes
Commissioner, Geraldine Errickson	Yes
Commissioner, Emily Adams	Absent

**Resolution #2012-28**

Resolution #2012-28 approving the Monthly Expenses May 18, 2012 through June 21, 2012. A motion was made by Commissioner Hoban and seconded by Vice Chairman Giovinazzi. to approve the resolution. The following vote was taken:

Chairman, Frank Dandrea	Yes
Vice Chairman, Carla Giovinazzi	Yes
Commissioner, Nancy Brunini	Yes
Commissioner, Lynn Hoban	Yes
Commissioner, Geraldine Errickson	Yes
Commissioner, Emily Adams	Absent

**Resolution #2012-29**

Resolution #2012-29 approving the Monthly Expenses June 22, 2012 through July 12, 2012. A motion was made by Commissioner Brunini and seconded by Commissioner Hoban to approve the resolution. The following vote was taken:

Chairman, Frank Dandrea	Yes
Vice Chairman, Carla Giovinazzi	Yes
Commissioner, Nancy Brunini	Yes
Commissioner, Lynn Hoban	Yes
Commissioner, Geraldine Errickson	Yes
Commissioner, Emily Adams	Absent

There were some questions concerning the payments, which were all answered to the satisfaction of the Board Members.

**Resolution #2012-30**

Resolution #2012-30 approving the increase of the Housing Authorities flat rent by 2% effective October 1, 2012. A motion was made by Vice Chairman Giovinazzi and seconded by Commissioner Errickson. The following vote was taken:

Chairman, Frank Dandrea	Yes
Vice Chairman, Carla Giovinazzi	Yes
Commissioner, Nancy Brunini	Yes
Commissioner, Lynn Hoban	Yes
Commissioner, Geraldine Errickson	Yes
Commissioner, Emily Adams	Absent

#### **Resolution #2012-31**

Resolution #2012-31 approving an Executive Session. A motion was made by Vice Chairman Giovinazzi seconded by Commissioner Hoban. The following vote was taken:

Chairman, Frank Dandrea	Yes
Vice Chairman, Carla Giovinazzi	Yes
Commissioner, Nancy Brunini	Yes
Commissioner, Lynn Hoban	Yes
Commissioner, Geraldine Errickson	Yes
Commissioner, Emily Adams	Absent

#### **Resolution #2012-32**

\*Resolution #2012-32 Adopting Budget 4/1/11 – 3/31/12 was TABLED until the August 9, 2012 meeting.

#### **Resolution #2012-33**

\*Resolution #2012-33 Adopting Budget 4/1/12 – 3/31/13 was TABLED until the August 9, 2012 meeting.

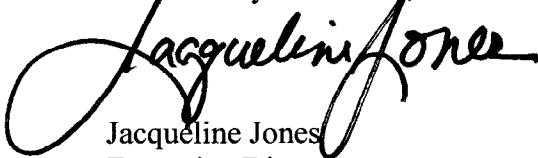
\*Resolutions #2012-32 & 2012-33 were withdrawn from the meeting by a motion from Commissioner Hoban and seconded by Vice Chairman Giovinazzi with a unanimous vote from all other Commissioners. Both resolutions will be presented at the August 9, 2012 meeting.

Chairman Dandrea asked if there were any comments for the public. Tenant Tony Ridolfo thanked the Board for putting fans in the community room ran by a generator during the power outage. Pearl Lanzi said that she was pleased that she could use the fans in the community room. They were told that the generator was brought to the Buena Housing Authority by Vineland Housing Authority. Executive Director, Jacqueline Jones, said that she will look into the cost of purchasing a generator to run the air conditioning units and lights in the administration building. There was some discussion concerning the power outage between the Commissioners and the public.

Chairman Dandrea asked if there were any comments from the Board Members. Geraldine Errickson asked about putting in two parking stalls between F & G buildings for two handicapped tenants. Mrs. Jones commented that we must complete the parking lot project and have the faux chimneys repaired first. We can then discuss available funds for the parking stalls.

With no other business, a motion was made by Commissioner Errickson and seconded by Commissioner Hoban. A unanimous vote followed. The meeting was adjourned at 5:00 p.m. At this time, the meeting went into an Executive Session for the purpose to discuss the retirement of Roseann Mooney and Vineland Housing Authority's Management contract ending on December 31, 2012.

Respectfully Submitted,

A handwritten signature in black ink that reads "Jacqueline Jones". The signature is written in a cursive, flowing style with a large initial "J".

Jacqueline Jones  
Executive Director

**Housing Authority of the Borough of Buena**  
**Administrative Report**

**DATE:** May 9, 2012  
**TO:** Board of Commissioners, Buena Housing Authority  
**FROM:** Jacqueline S. Jones, Executive Director  
**SUBJECT:** Monthly Report – **No meeting for May 2012**  
**PERIOD:** April 11, 2012 to May 8, 2012

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**Waiting List**

The annual purge of the waiting list was completed in April. There are 36 applicants on the waiting list with eight (8) from Buena Boro and nine (9) from Buena Vista.

**Site Improvements Project**

Ron Miller is continuing to work on this project with the contractor for final completion of the top coating. Ron anticipates the parking lots will be sealed with the micro surfacing product (slurry seal type II). It is projected that the project will be completed by May 31<sup>st</sup> as long as the schedule holds.

**2012 Year-End Close**

The fee accountants and authority staff are working on the 2012 year-end close. The Financial Data Schedule (FDS) is due to HUD by the end of May 2012. The audit will begin once the FDS is complete.

**2013 Budget**

Washington is working on appropriations bills for FY 2013. The following is a summary of the progress to date:

- Public Housing Operating Subsidy - \$4.5 billion has been proposed with no off-set of operating reserves. However, funding is projected at 90% of eligibility.
- Public Housing Capital Fund – an increase of 6% over 2012 funding is proposed.

**PHAS Score**

The Public Housing Assessment System (PHAS) score report was received for the YE 2011. The Authority's score is 99 points out of a possible 100 points. Excellent!