

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

REGULAR MEETING
October 18, 2012
4:10 PM

The Regular Meeting of the Borough of Buena Housing Authority was called to order by Vice Chairman Giovinazzi on Thursday, October 18, 2012 at 4:10 p.m.

Roll call was taken.

The following commissioners were present:

Vice Chairman, Carla Giovinazzi
Commissioner, Nancy Brunini
Commissioner, Lynn Hoban
Commissioner, Emily Adams

The following individuals were also present: Jacqueline Jones, Executive Director; Christine Trout, Site Manager; Linda Avena, Accountant; Robert DeSanto, Solicitor.

The following residents were in attendance: Marge Cooper and Jerry Zappariello.

After reading the "Sunshine Law Statement", Vice Chairman Giovinazzi called for a motion to approve the minutes of the meeting held on September 13, 2012. A motion was made by Commissioner Hoban and seconded by Commissioner Brunini.

The following vote was taken:

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

Vice Chairman Giovinazzi called upon Linda Avena, Accountant to present the

six-month Financial Report ending on September 30, 2012. A motion was made by Commissioner Hoban, and seconded by Commissioner Adams to accept the Financial Report. The following vote was taken:

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

Mrs. Jones gave her Administrative Report covering September 7, 2012 through October 10, 2012.

Mrs. Jones asked that Solicitor DeSanto step out of the meeting room due to possible conflict of interest concerning the contractor for the site work.

Mrs. Jones stated that the repair of the brick façades due to storm damage has been completed. We are awaiting payment of the insurance claim from JIF. The repair of the façades on the remaining buildings will be entered under the Capital Expenditures Budget.

Mrs. Jones commented that the parking lot replacement has not been settled as yet and there has been no progress regarding a resolution. One alternative is to pull the Bond. Mrs. Jones stated that there is a meeting on Monday between our lawyer, JJM, Ron, and Mrs. Jones at the Authority offices to discuss the next step. The sub-contractor states it is JJM's responsibility. JJM is proposing that BHA get involved. The Authority wants the parking lots re-milled and a new top layer put down. Core samples came back ok. The top samples came back as not the best but passable. Mrs. Jones asked the Board's opinion on how far we want to take this. It was decided that we should stand firm at this time. Also, Mrs. Jones stated that we are awaiting approval to have the parking spaces lined as requested.

The following Resolutions were presented and passed as follows:

Resolution #2012-41

Resolution #2012-41 approving the Monthly Expenses from September 14, 2012 through October 18, 2012.

Commissioner Brunini had a few questions about the monthly expenses concerning the bills Appliance Plus and Brewin Flooring which together totaled \$2,335.00. Site Manager, Christine Trout explained that three stoves needed to be replaced and the carpet

in M1 needed to be replaced as it was the original carpeting in the unit. It was suggested that better descriptions be included on the expense report.

A motion was made by Commissioner Hoban and seconded by Commissioner Brunini to approve the resolution. The following vote was taken:

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

Resolution #2012-42

Resolution #2012-42 Approval of Executive Session – Died for lack of need.

Vice Chairman Giovinazzi asked if there were any comments from the public. There were none.

Vice Chairman Giovinazzi asked if there were any comments from the Board Members. There were none

Vice Chairman Giovinazzi made a motion to close the meeting. A motion was made by Commissioner Hoban and seconded by Commissioner Adams. All were in agreement.

The next meeting is scheduled for December 20, 2012 at 4:00p.

At 4:40 p.m. the regular meeting was adjourned.

Respectfully Submitted,

Jacqueline Jones
Executive Director

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

REGULAR MEETING
September 13, 2012
4:05 PM

The Regular Meeting of the Borough of Buena Housing Authority was called to order by Chairman Dandrea on Thursday, September 13, 2012 at 4:05 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

The following individuals were also present: Jacqueline Jones, Executive Director; Roseann Mooney, Site Manager; Christine Trout, Site Manager (replacing Roseann Mooney) Linda Avena, Accountant; Robert DeSanto, Solicitor

The following residents were in attendance: Marge Cooper, Norma Gorgo, Wanda Moore, Donna Loskie, and Jerry Zappariello.

After reading the "Sunshine Law Statement", Mrs. Jones introduced Christine Trout as the new Site Manager. She is taking over for Roseann Mooney, who will be retiring at the end of September. Mrs. Jones asked Christine to tell everyone about herself. Christine stated that she is happy about getting the job, is looking forward to working with everyone, and will do a good job for the BHA and the occupants.

Mrs. Jones also thanked Roseann for her many years of loyal and devoted service to the Authority. Roseann will be missed by all, and we all wished Roseann the best of everything in her retirement. Roseann stated that she enjoyed her time working at the BHA, and that she will be back from time to time to visit.

Chairman Dandrea called for a motion to approve the minutes of the meeting held on January 19, 2012. A motion was made by Commissioner Brunini and seconded by Commissioner Errickson. The following vote was taken:

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

Chairman Dandrea asked for a motion to approve the minutes for the meeting held on February 16, 2012. A motion was made by Vice Chairman Giovinazzi, and was seconded by Commissioner Adams. The following vote was taken:

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

Chairman Dandrea asked for a motion to approve the minutes for the meeting held on April 19, 2012. A motion was made by Commissioner Adams, and was seconded by Commissioner Brunini. The following vote was taken:

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

Chairman Dandrea asked for a motion to approve the minutes for the meeting held on August 9, 2012. A motion was made by Vice Chairman Giovinazzi, and was seconded by Commissioner Hoban. The following vote was taken:

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

Chairman Dandrea asked for a motion to approve the minutes for the Executive meeting held on August 9, 2012. A motion was made by Vice Commissioner Brunini, and was seconded by Commissioner Hoban. The following vote was taken:

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

Chairman Dandrea called upon Linda Avena, Accountant to present the five-month Financial Report ending on August 31, 2012. A motion was made by Vice Chairman Giovinazzi, and seconded by Commissioner Errickson 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 | Yes |

Mrs. Jones gave her Administrative Report covering August 3, 2012 through September 6, 2012.

Mrs. Jones stated that a claim has been filed with JIF for the damage to the brick facades on Building B. We are waiting for the claim to be approved by JIF. The bricks have been ordered to facilitate the repair.

Mrs. Jones commented that the parking lot replacement has not been settled as yet. More information should be available by the next meeting.

Mrs. Jones stated that there would be a November resolution for the annual plan. Mrs. Jones mentioned the subsidy from HUD is expected to be \$122,000 for the upcoming budget year. This is more than what was received for the current year due to the recapture. The Authority received \$75,000 for the current budget year. Mrs. Jones also said that we may be able to do some additional work that needs to be done, and we are looking forward to a good year. Mrs. Jones also stated that the HUD forms will need to be approved tonight in the resolution section of the meeting.

The following Resolutions were presented and passed as follows:

Resolution #2012-37

Resolution #2012-34 approving the Monthly Expenses from August 10, 2012 through September 13, 2012. A motion was made by Vice Chairman Giovinazzi 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 | Yes |

Vice Chairman Giovinazzi had a question about the monthly expenses concerning the bill from Duff Technology for \$1,050.00. Mrs. Jones stated this was for updating the Authority's web-site to be in compliance with State law regarding required information that must be available to the public. Going forward the website can be updated by Authority personnel.

Resolution #2012-38

Resolution #2012-38 approving trash removal service to Earth Tech from November 1, 2012 to October 31, 2012. A motion was made by Commissioner Brunini 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 | Yes |

Commissioner Brunini had a question regarding having a multi-year contract, approving for 1 year with 2 (two) one year options. It was agreed the Authority would pursue a contract with the option for 2 one year extensions if possible. All Commissioners were in agreement.

Resolution #2012-39

Resolution #2012-39 Approval of Executive Session died for the lack of need.

Resolution #2012-40

Resolution #2012-40 Approval of Operating Subsidy for 01/01/2013 to 12/31/2013. A motion was made by Commissioner Hoban and seconded by Vice Chairman Giovinazzi. 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 | Yes |

Chairman Dandrea asked if there were any comments from the public.

Norma Gorgo asked if the parking lot could be lined because people are parking crooked and too close, which makes it difficult to get in and out of your car and is causing damage to cars. Commissioner Errickson asked if Gus could do it, and Roseann said that he has done it in the past, and that it looked professional. Commissioner Brunini suggested that we paint the lines back on temporarily. Mrs. Jones suggested that we find the most economical way to paint the lines. All Commissioners agreed.

Tenant Marge Cooper had a question concerning handicap ramps and their removal. Her concern was that if they were removed, the height of the step could become a problem for some of the tenants because there are no railings. Mrs. Jones stated that each case would have to be evaluated, and when the potential tenant was looking at a unit, if any accommodation would be needed, they should see Christine in the office.

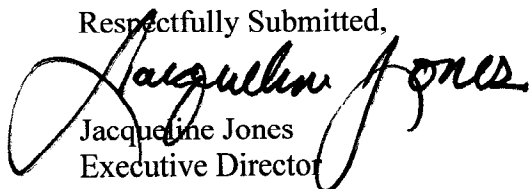
There were no other comments from the public.

Chairman Dandrea asked if there were any comments from the Board Members. Commissioner Errickson asked if she would be able to use the golf cart again for the Buena Day Parade on October 6th, to decorate the cart as the Mickey Mobile. The matter went under discussion, and it was decided not to do so for liability reasons.

Chairman Dandrea made a motion to close the meeting. A motion was made by Commissioner Hoban and seconded by Vice Chairman Giovinazzi. All were in agreement.

At 5:10 p.m. the regular meeting was adjourned.

Respectfully Submitted,


Jacqueline Jones
Executive Director

Housing Authority of the Borough of Buena

Administrative Report

DATE: October 10, 2012
TO: Board of Commissioners, Buena Housing Authority
FROM: Jacqueline S. Jones, Executive Director
SUBJECT: Monthly Report
PERIOD: September 7, 2012 to October 10, 2012

Storm Damage Update – Super Derecho of June 30, 2012

The brick facades on Building B have been repaired.

Site Improvement Project Update

As has been discussed in previous meetings, the quality of the parking lot replacement is not acceptable. The Authority's attorney for this matter, Charles Gabage, is handling the matter in conjunction with Ron Miller. An update on this issue will be given at the board meeting.

Annual Plan

Work has begun on the Authority's Annual Plan. Authority staff is gathering information and pricing on possible Capital and other improvements for board review and discussion.

Staff Training

The Vineland Housing Authority is hosting a training given by Nan McKay & Associates from December 3rd through December 7th. Christine Trout has been registered for this training, which is for Public Housing Specialist.