



SALVATORE FOGARINO • Chairman
JAY LAPP • Vice Chairman
EDWARD HUTCHINSON • Commissioner
KIMBERLY GOBER • Secretary/Executive Director

THURAISSINGHAM MOHANAKANTHAN • Commissioner
JEFF SILVESTRI • Commissioner
ANDREW HALTER • Commissioner

Minutes: June 20th, 2016

“The Board of Commissioners of the Housing Authority of the Borough of Glassboro, County of Gloucester and State of New Jersey met in session on Monday, May 16th, 2016 At 6:00 p.m. Vice Chairman Jay Lapp called the meeting to order requesting the “Pledge of Allegiance” be proclaimed.

ROLL CALL:

Executive Director Kimberly Gober called the roll and the following answered "aye":

- ✓ Chairman Salvatore Fogarino
- ✓ Vice Chairman Jay Lapp
- ✓ Commissioner Andrew Halter
- ✓ Commissioner Thuraissingham Mohanakanthan
- ✓ Commissioner Edward Hutchinson (in at 6:38 pm)

Also in attendance were:

- ✓ Executive Director Kim Gober
- ✓ Michael Watson, Esq. Solicitor
- ✓ Nelly Rojas, Administrative Aide
- ✓ Grace Seeney, Accountant
- ✓ Madeline Vazquez, Site Manager
- ✓ Anna Miller, Glassboro Council Liaison
- ✓ Noah Freiberg, Developer - Pennrose Properties LLC
- ✓ Rick Ginnetti, The Brooke Group

Absent:

- ✓ Commissioner Jeff Silvestri

The Solicitor declared a quorum present as well as called the meeting to order and announced public notice of the meeting had been properly given to the South Jersey Times, Gloucester County and posted at the Borough Hall in accordance with the Open Public Meetings Act.

PUBLIC PORTION:

- Mr. Tucker had planted a tree, some time ago and he was informed that it had to be removed due to it being planted without permission and in the path of the landscapers. His concern is that the tree was moved, instead of giving him the option to give it to his family, he would like a reimbursement.
- Mr. Tucker would like to know why was he was charged with changing of shades on his unit. Madeline Vazquez explained that units get inspected and sometimes tenants are charged because the reason behind the change is tenant caused. Ms. Calloway states that she knows people that have not been charged for this service, Madeline reiterates that charges are made across the board to all tenants that have caused damage to GHA property and that once charged they have 30 days to pay for the replacements or dispute the charges.
- Kimberly Gober would like the board and tenants to consider addressing their concerns in writing, at least a week before the Board meeting, for proper investigation and possible resolution of their concerns before the meeting. When a tenant brings a concern during the meeting, a solution that is both fair and thorough is virtually impossible, due to unknown facts. Mrs. Gober would like to make very clear that Tenants and Public alike are more than welcome at the board meetings any time they feel is necessary, however a proper answer cannot be guaranteed at that time.
- Chairman Fogarino would like to know if there is a proration in place for items included in the unit at the beginning of the lease, like shades, that would mean an update would be free to the tenant after a certain amount of time. Ms. Gober stated that as long as the cause for the change is not tenant caused, this could be assessed by our personnel on a case by case basis.
- Vice Chairman Lapp proposes that an assessment of property be done in conjunction with the yearly inspection of the units. Mrs. Gober stated that this process is already in place and that if deemed necessary, a Work Order will be issued to replace or fix any issues. Chairman Fogarino would like a release form signed by the tenant as to the condition of the unit, at the time any Work Order is completed.
- Ms. Calloway would like to reiterate that Mr. Tucker is due a reimbursement for the items removed by management some time ago. Mrs. Gober states that she had a conversation with Mr. Tucker regarding this matter, it is outlined on the Tenant Handbook, and the Lease, that he was not allowed to place trees, ornaments or decorations in the common areas of the property, unless he had the consent of management, a rule that has been enforced by the previous management as well. This is not the first time Mr. Tucker was asked not to place items in these areas.
- Ms. Calloway would like to comment that the tree (mentioned last meeting as a safety concern) was cut in a sloppy manner and too short.
- Mr. Tucker had an issue with hot water on his unit; he states that it took a month for someone to come to his unit. Madeline Vazquez mentions that the company hired to fix the problem had to re-schedule, and that the delay was out of the control of management. Mrs. Gober asks if his unit was, at any time, without hot water, Mr. Tucker says no.
- Ms. Calloway would like to know if there is any headway on the crosswalk requested for the residents on previous meetings. Mrs. Gober reached out to the Borough and then she was directed to the Chief of Police, who indicated that a traffic study will be done to assess the possibility of a crosswalk.
- Ms. Gober also states that Commissioner Hutchinson reached out to WAWA requesting a speed bump to be placed, as requested previously, and it seems that it will be done in the near future.

- Ms. Calloway would like to say that some tenants are complaining about an overgrown brush on the outside of the Laundry room, close to the mailboxes. Ms. Gober would like to remind the tenants that it is not necessary to wait until a Board meeting to bring these kinds of issues to the attention of management, they can call the Work Order number, or contact Madeline Vazquez and the request will be processed asap. Ms. Calloway states that most tenants are shy or scared to bring up issues and ask her to do so for them. Vice Chairman Lapp comments that if the tenants are not willing to come forward with their concerns, then they cannot complain about issues not being addressed.

AGENDA

MINUTES:

MAY MEETING

MOTION TO APPROVE THE MINUTES

MOTION: COMMISSIONER HALTER

SECOND: COMMISSIONER THURASINGHAM

Minutes accepted by Commissioners present, Chairman Fogarino abstains.

FINANCIALS:

- Kimberly Gober would like to inform the Board that the Financial Statements for the month of May 2016 include an adjustment for GASB68. As reported to the Board in previous meetings, the GASB68 entails increasing liabilities and decreasing the equity to in order to be compliant with this rule. GASB68 mandates all governmental entities must include in their financial statements the amount by which the State Pensions Plan is underfunded. In the Authority's case the liability will increase by \$419,028, corresponding to the previous year 2015 and before. Moving forward into 2016, Christopher Grupico and Grace Seeney have come up with an estimate for the year based on the past amount given by the State; it will be posted as an expense at \$1,000 a month. Mrs. Gober would like to make the Board aware that we are fully compliant with this requirement and that otherwise the Authority is doing well financially, at the moment there is about \$170,000 in profits.

OLD BUSINESS

DIRECTORS REPORT AND CORRESPONDENCE:

THE BROOKE GROUP: BRIEF UPDATE

Rick Ginnett from The Brooke Group is in attendance. There is a Resolution (2016-39) on today's agenda that will authorize the submission of supplemental documents to HUD for the RAD conversion. HUD has requested these documents to be presented by July 1st, 2016. Among the documents there is an Environmental Review, done by the County on our behalf, and RAD Physical Assessment.

Mr. Ginnetti and Ms. Gober would like to reiterate that the RAD conversion will alleviate some of the administrative burdens imposed on the Authority by HUD regarding money management, while maintaining the same benefits to the residents.

MEETINGS WITH THE BOROUGH

Two meetings with the borough of Glassboro will take place on June 21st the first at 8:30am and the second at 10:00am regarding the project status and the demolition funding plans. Commissioner Hutchinson and Vice Chairman Lapp would like to attend.

PENNROSE: MONTHLY UPDATE

Noah Freiberg from Pennrose is in attendance. The release of the QAP, a document that promulgate the rules for the 9% LITHC application round, will likely be set for some time at the end of July. Information regarding the rules will be sent to the Board for review in writing, since there is no August meeting.

Pennrose has presented the Board with a matrix that includes different scenarios for the presentation of the application; the goal is to have the most amounts of units that will provide the lowest funding gap, in order to be more competitive in this round.

Resolution 2016-37 will authorize the Executive Director to work with Pennrose to request grant funds from the Federal Home Loan Bank of New York, this will reduce the funding gap and score additional points on the application round.

OTHER UPDATES:

- We are currently requesting quotes for a new interior door leading onto the community room, as a response to Ms. Calloway's request on our previous meeting, for a door that is easier for her to open.
- The S8 Voucher Waitlist is nearing the end for anyone who has a Local Preference, which means we are working on applicants who do not live or work within our jurisdiction. At this time we would like to recommend to the Board to re-open the waitlist, via mail or e-mail, which we believe will eliminate people having to wait in line for large amounts of time and will provide a verifiable time stamp.
- Commissioner Hutchinson has requested a tour of the facilities accompanied by Paul Letizia, Facilities Manager. All Commissioners are welcome to join in.

ADDITIONAL COMMENTS BY THE COMMISSIONERS:

Commissioner Hutchinson would like to point out that the flashing at Delsea Manor has a bird nest and he is concerned about a possible Fire Hazard.

NEW BUSINESS- RESOLUTIONS

2016-36	RESOLUTION APPROVING REGULAR MONTHLY EXPENSES BILL LIST ATTACHED
	MOTION: CHAIRMAN FOGARINO SECOND: COMMISSIONER MOHANAKANTHAN ALL IN FAVOR
2016-37	RESOLUTION SUPPORTING PENNROSE PROPERTIES, LLC APPLICATION FOR GRANT FUNDS TO THE FEDERAL HOME LOAN BANK OF NEW YORK
	MOTION: COMMISSIONER MOHANAKANTHAN SECOND: CHAIRMAN FOGARINO ALL IN FAVOR
2016-38	RESOLUTION APPROVING THE SECOND AMENDMENT TO THE DRA
	MOTION: CHAIRMAN FOGARINO SECOND: COMMISSIONER MOHANAKANTHAN ROLL CALL, ALL IN FAVOR
2016-39	RESOLUTION AUTHORIZING THE SUBMISSION OF DOCUMENTS RELATED TO RAD APPLICATION
	MOTION: CHAIRMAN FOGARINO SECOND: COMMISSIONER HALTER ALL IN FAVOR
2016-40	RESOLUTION AUTHORIZING EXECUTIVE SESSION
	TABLED

ADJOURNMENT

MOTION TO ADJOURN

MOTION: CHAIRMAN **FOGARINO**

SECOND: COMMISSIONER **MOHANAKANTHAN**

The motion was carried by a unanimous voice vote of the Commissioners present.

Respectfully submitted,



Kimberly Gober, Executive Director

DATED: June 20th, 2016