

**HOUSING AUTHORITY OF BERGEN COUNTY
25 ROCKWOOD PLACE, SUITE 205
ENGLEWOOD, NEW JERSEY**

MINUTES OF THE MEETING OF NOVEMBER 26, 2012

THESE MINUTES ARE NOT VERBATIM BUT ARE INSTEAD A CONDENSED VERSION OF WHAT TRANSPIRED AT THE REGULAR MEETING OF NOVEMBER 26, 2012.

PRESENT:

Commissioner James Rotundo, Chairman
Commissioner Kay Nest, Vice Chairman
Commissioner Joanne English Rollieson, Treasurer
Commissioner Mark DiPisa
Commissioner Danielle Peterson
Commissioner Joseph Rutch
Terrence Corriston, Esq., Counsel
Domingo Senande, Executive Director
Eileen Black, Finance Director
Lynn Bartlett, Director of Housing and Development
Julia Orlando, Director, BC Housing, Health & Human Services Center
Charlotte Vandervalk, Director of Development
Richard Goddin, Property Manager
Esther Gatria, Executive Assistant

ABSENT:

Commissioner Andrew Rudman

NOTICE OF MEETING

Mr. Domingo Senande 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 November 16, 2012, 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.

Sandy. Ms. Orlando replied that the HHH did lose electricity and was on generator power for 10 days. She added that the Bergen County Jail provided meals for HHH guests and that some staff slept onsite. Mr. Senande added that a team of Housing Authority staff worked at the Red Cross Shelter and helped with intake.

Mr. Senande reported that the HHH draft budget would be submitted by the end of the week. He added that one of the goals was to advance vocational counseling and that there was a partially funded position (through ESG funds) and there was also a request for the County to fully fund a position as well.

Financials: Mr. Senande reported that the HABC was still in the process of transferring accounts to Bogota Savings Bank. He also reported that quarterly financials for HABC and HDC, and the year-end outlook for the Section 8 program would be presented at the December Board meeting.

Mr. Senande asked Ms. Black to review the reports with the Board. Ms. Black reviewed the Cash Report, noting the changes in Section 8 and Public Housing.

Mahwah Public Housing: Mr. Senande reported that the roof system project at Mahwah Public Housing will be funded thru CDBG funds. He anticipates that the funds will be available in February.

Hurricane Sandy: Mr. Senande reported that although power was lost at all of the properties, for the most part the buildings fared well. He noted that there was roof damage in Hasbrouck Heights and in Ridgewood a few trees landed on tenant trees. He commended Special Assistant to the Executive Director Tom O'Malley, the Property Managers and the Field Staff for going above and beyond in making sure the tenants were fed and safe. He also noted that local community groups donated meals to some sites and all was done to make sure tenants were as comfortable as possible. Chairman Rotundo inquired about the fuel delivery system for the generators. Mr. Richard Goddin reviewed the system in place and various options, such as auxiliary fuel tank storage, diesel generators and generators that work with natural gas lines.

Personnel Manual: Mr. Senande reported that a draft personnel manual was being distributed to the Board for review and added that it was based on the sample policy from the MEL.

December Board Meeting: Mr. Senande reported that the December meeting will be held at the County Administration building on Thursday, December 20th.

ATTORNEY'S REPORT

Mr. Corrison reported that the MLK property had title issues due to liens pertaining to federal and state taxes. Mr. Senande proposed loaning the funds to MLK to pay off the taxes, which can amount from \$28,000.00 up to \$40,000.00. A discussion ensued and it was agreed to proceed with the loan.

A motion to proceed with the negotiation of a loan to MLK was made by Commissioner Rutch and seconded by Commissioner English Rollieson.

VOTE: AYES: All Present Commissioners (6)
 ABSENT: Commissioner Rudman (1)

PUBLIC COMMENTS

A motion to open the meeting to the public was made by Commissioner Rutch and seconded by Commissioner Nest.

VOTE: AYES: All Present Commissioners (6)
 ABSENT: Commissioner Rudman (1)

A motion to close the meeting to the public was made by Commissioner Rutch and seconded by Commissioner Peterson.

VOTE: AYES: All Present Commissioners (6)
 ABSENT: Commissioner Rudman (1)

Chairman Rotundo invited Metro Energy Solutions to begin their presentation to the Board. Mr. James Carroll and Mr. George Abate from Metro Energy Solutions, which specializes in energy and water efficient design, renewable energy, energy engineering, consulting and installation introduced themselves and presented various green alternatives and energy conservation projects to the Board.

CONSENT AGENDA

A motion to approve the consent agenda as amended was made by Commissioner English Rollieson and seconded by Commissioner Peterson.

VOTE: AYES: All Present Commissioners (6)
 ABSENT: Commissioner Rudman (1)

RESOLUTIONS: CONSENT AGENDA

A. **Resolution 2012-235**

Resolution approving the routine expenditures for the HABC for the period of 10/16/2012 – 11/19/2012.

B. **Resolution 2012-236**

Resolution approving the routine expenditures for the HDC for the period of 10/16/2012 – 11/19/2012.

C. **Resolution 2012-237**

Resolution authorizing the holiday schedule for the calendar year 2013.

D. **Resolution 2012-238**

Resolution authorizing the auction of surplus property.

E. **Resolution 2012-239**

Resolution authorizing a contract with Arcari & Iovino Architects PC, for the A&E services for the roof replacement project at Mahwah Public Housing.

Commissioner Nest moved that the meeting be adjourned. Commissioner English Rollieson seconded the motion.

VOTE: AYES: All Present Commissioners (6)
 ABSENT: Commissioner Rudman (1)

Meeting adjourned at 5:54p.m.

Minutes prepared by: Esther Gatria