

MINUTES
SUMMIT HOUSING AUTHORITY
April 25, 2012

Chairperson Mary Zimmermann called the meeting to order at 7:00 p.m. in the Janet Whitman Room. The following Commissioners answered as present:

Commissioner Richard Poole, Commissioner Coalter Pollock, Commissioner Jeff Halverstadt, Commissioner Dennis White, and Commissioner Steven Spurr.

Also present were Louis A. Riccio, Executive Director, Melissa Kuzma, Deputy Executive Director, and Patrick Hurley, Council Liaison.

Mr. Riccio read the Open Public Meetings Act Notice, "Adequate notice of this meeting has been provided by the Secretary of the Housing Authority of the City of Summit by preparing an amended Annual Notice dated October 26, 2011, setting forth the date, time and place of this meeting. Said notice was filed with the Clerk of the City of Summit, forwarded to newspapers of local circulation and to the persons requesting it.

APPROVAL OF THE MINUTES OF THE MARCH 28, 2012 REGULAR BOARD MEETING:

Commissioners Poole and Halverstadt moved and seconded approval of the Minutes. The roll call was unanimous and the minutes were approved.

CHAIRPERSON'S REPORT: None.

REPORT OF EXECUTIVE DIRECTOR: Mr. Riccio reported that Ms. Kuzma has been appointed to the NJ NAHRO Executive Board. He also reported that we are closer to finalizing the term agreement with the bonding company to complete the roof project. He also advised the board that he, Ms. Kuzma and Chairperson Zimmermann met with Mayor Dickson about some concerns she had regarding a recent eviction and an applicant who has written her several letters. Mr. Riccio answered Ms. Dickson's questions and said that the Housing Authority was following its policies in both instances. Finally, he reported that he and Ms. Kuzma met with Wanda Fortune to address the concerns she voiced at the last meeting. Sebco, the Housing Authority's laundry machine maintenance company has told us that the machines are working properly.

REPORT OF DEPUTY EXECUTIVE DIRECTOR: Ms. Kuzma reported that she is planning a reception for family tenants to learn about the FSS and ROSS programs that have recently begun at the Housing Authority on May 17 from 5-7 pm at the Weaver Street Community Room. She also reported that there was a tenant meeting at the Vito Gallo building on April 19 at which the Housing Authority's exterminator, Ace Walco, gave a presentation on bed bug detection and treatment. She also reported on the World Book Night Event where she gave away books at the Vito Gallo building. She noted that all family tenants with children going into college or in college received NJ NAHRO scholarship applications and reminder the Commissioners that there

would be a tree planting ceremony and reception at Glenwood Place on Wednesday, May 17 at 6 pm to commemorate the site's 40th anniversary.

RESIDENT ASSOCIATION REPORTS: None.

COMMITTEE REPORTS

Operations: Ms. Kuzma noted a very large bill from JCP&L which is being investigated. There was also one correction on the Financial Report: The first Union County Savings Bank CD was rolled over for 6 months, not 3 months. It will expire July 28, 2012.

Affordable Housing: Commissioner Poole reported that the Affordability Assistance program has been drafted and copies have been distributed to Beth Kinney, Susan Gruel, and Jeff Surenian's office for comment. The plan is based on the Section 8 program.

Personnel: None.

Residents Committee: None.

Public Relations: None.

Buildings & Grounds: The towels under the doors at Weaver Street have been removed by the tenants and the low-hanging wire has been removed by Housing Authority maintenance. Both Comcast and our video camera company told us the wire did not belong to them.

PUBLIC COMMENT: None.

OLD BUSINESS: None.

NEW BUSINESS: Mr. Riccio asked the board if there was an interest in moving the meeting to 6 pm, but Commissioner Pollock said that he could not be at the meetings that early, so no change will be made to the meeting time.

CORRESPONDENCE: None.

RESOLUTIONS:

A resolution to raise the flat rent was discussed. The flat rent has not been raised since 2008. The proposed increase brings the one and two bedroom unit rents up to HUD's Fair Market Rent, and three and four bedroom unit rents up 10% (but still below Fair Market Rent). All current flat rent tenants will still be paying less than 30% of their income. Mr. Riccio suggests that the board review the flat rent every two years.

Commissioner Spurr moved for a Consent Agenda for Resolutions 12-25-04-02 – 12-25-04-03; Commissioner White seconded the Consent Agenda.

12-25-04-02 Resolution Adopting the Budget for Fiscal Year 2012

12-25-04-03 Resolution Approving an Amendment to the Admissions and Occupancy Policy – Flat Rents, Non-Dwelling Charges and Paint Policy

The roll call on the Consent Agenda was taken and the resolutions were approved unanimously.

A vote was taken on Resolution 12-25-04-01.

12-25-04-01 Resolution Approving the Payment of Invoices

Commissioners Zimmermann, White, Pollock, and Spurr voted aye and Commissioner Poole did not vote.

COMMON COUNCIL LIAISON: None.

There being no further business before the Board, Commissioners Pollock and White moved and seconded adjournment. The motion passed by unanimous voice vote and the meeting was adjourned at 7:50 p.m.

UPCOMING SUMMIT HOUSING AUTHORITY MEETING DATES & TIMES

WEDNESDAY, MAY 23, 2012

GLENWOOD PLACE COMMUNITY ROOM

SUMMIT, NJ 07901

7:00 PM

Respectfully submitted,

Melissa Kuzma, Deputy Executive Director