

**MINUTES OF THE REORGANIZATION MEETING FOR  
THE BOARD OF COMMISSIONERS  
OF THE HOUSING AUTHORITY OF THE CITY OF BRIDGETON  
HELD ON MARCH 26, 2015**

The annual reorganization meeting of the Commissioners of the Housing Authority of the City of Bridgeton was held on Thursday March 26, 2015 in the Community Room at 429 Oakview Heights on West Vine Street in Bridgeton New Jersey.

The meeting was called to order by Chairperson Santiago at 5:00 PM and upon roll call, those present were: Chairperson Santiago, Vice-Chair Thomas, Commissioner Williams, Commissioner Lugardo-Hemple, Commissioner Leek, Commissioner Cortes and Commissioner MacFarland. Also present were Executive Director Joanne Sbrana, Attorney Robert Pryor and Assistant Executive Director James Howell.

Commissioner Lugardo-Hemple moved that the minutes of the February 26, 2015 meeting be approved and Commissioner Williams seconded the motion and upon an oral vote, the motion was approved unanimously

**Reorganization**

Control of the meeting was handed over to Attorney Robert Pryor in order to conduct nominations and voting for Board positions. Commissioner Williams moved that the Board accept nominations for the position of Chairperson which was seconded by Commissioner Cortes. The motion was approved via a unanimous voice vote.

Nominations were taken for the position of Chairperson. Iris Santiago was nominated by Commissioner Thomas and seconded by Commissioner Williams. Iris Santiago was voted unanimously to remain Chairperson after a show of hands vote. A motion to close nominations for Chairperson was made by Commissioner Lugardo-Hemple and seconded by Commissioner Williams. Nominations for Chairperson were closed by a unanimous vote.

Commissioner Leek moved that nominations be taken for the position of Vice-Chairperson. The move was seconded by Commissioner Williams. Nominations were taken for the position of Vice-Chairperson. Marvin Thomas was nominated by Commissioner Lugardo-Hemple and seconded by Commissioner Cortes. Marvin Thomas was voted to remain Vice-Chairperson after a unanimous show of hands vote. A motion to close nominations for Vice-Chairperson was made by Commissioner Lugardo-Hemple and seconded by Commissioner Cortes. Nominations for Vice-Chairperson were closed by a unanimous vote.

All Committee Chairs will remain the same.

### **Report of Secretary/Treasurer**

Joining the meeting in progress was Housing Authority Auditor Anthony Polcari. Polcari wished to present the Board with a report on the Authority's latest audit for FYE 2014. He reported that all field work for the assessment was completed on January 9, 2015. He gave a review of the things that are examined to determine the Authority's status. In the end, it was determined that the Authority was in full compliance. He also noted that tenant revenue has increased and operating expenses have gone down. There has been a marked improvement in the Authority's operation in the past 2 to 3 years.

(At this point in the meeting, Commissioner Williams excused himself to attend to other matters.)

Director Sbrana next presented financial reports to the Board. Amp 1 (Maplewood) generated \$69,806 of operating income and cost \$79,668 in expenses for the month. AMP 2 (Senior Sites) generated \$133,589 in operating income and cost \$144,019 in expenses. AMP 3 (HOPE 6) pulled in \$31,804 through subsidy which was transferred to HOPE 6. Central Office generated \$32,885 and cost \$28,010 in expenses. Section 8 generated \$9,272 and cost \$8,322 in expenses. A motion to accept the financial reports and to pay the monthly bills was made by Commissioner Thomas and seconded by Commissioner MacFarland. The motion was unanimously approved.

The Board was presented with Resolution 1506 to authorize the write off of former tenant accounts. Chairperson Santiago inquired whether the Authority will pursue

what is owed on these write offs. Mr. Pryor explained that the larger debts will be pursued but other smaller ones, that are as low as \$25, will not. In some cases, the former tenant's security deposit can be used to recover some of the costs. A motion to accept the Resolution was made by Commissioner Leek and seconded by Commissioner Thomas. The motion was unanimously passed.

The Board was presented with Resolution 1507 which allowed the Authority to adopt the Capital Fund Budget for Federal Year Ending 2015. The Authority has been approved to receive funding in the amount of \$552,757 to make upgrades and repairs to Housing Authority facilities as based on the Annual and Five Year Plans. Commissioner Cortes moved that the resolution be accepted and the motion was seconded by Commissioner Leek. The motion was passed unanimously and Resolution 1507 was officially adopted.

The Board was presented with Resolution 1508 which authorized the installation of an emergency backup generator at the High Rise. Two bids for the project were received from Branco Construction for \$302,000 and AJM Electric for \$189,800. As the lowest responsible, the bid for AJM was accepted. Commissioner Thomas moved that Resolution 1508 be accepted as read and Commissioner Lugardo-Hemple seconded the motion. Resolution 1508 was unanimously accepted and officially adopted.

### **Committee Reports**

Drug Elimination – Commissioner Cortes reported that she felt that she was not doing anything for the people of Maplewood. This led to some discussion amongst all present regarding residents at Maple. The unfortunate truth is that there is a strong sense of apathy and many residents do not wish to get involved with events and other opportunities offered.

Ad Hoc-Commissioner Leek reported that the City is scheduled to address some of the potholes in the area.

### **Public Portion**

There were no members of the public present.

### **Unfinished Business**

**New Business**

There was no new business.

There being no further business to discuss, the meeting adjourned at 6:29 PM.

Joanne Sbrana  
Joanne Sbrana, Secretary

03/27/2015  
Date