

**MINUTES OF A SCHEDULED MEETING FOR
THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF THE CITY OF BRIDGETON
HELD ON DECEMBER 15, 2015**

A meeting of the Commissioners of the Housing Authority of the City of Bridgeton was held on Thursday December 15, 2015 in the Conference 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-Chairperson Thomas, Commissioner Leek, Commissioner Lugardo-Hemple and Commissioner MacFarland. Also present was attorney Robert Pryor and Executive Director Joanne Sbrana and Assistant Director James Howell.

A motion was made by Commissioner Lugardo-Hemple to approve the minutes from the November 19, 2015 meeting and the motion was seconded by Commissioner Leek. The minutes were approved unanimously via an oral vote.

Report of Secretary/Treasurer

Director Sbrana presented financial reports to the Board for the month of November. Amp 1 (Maplewood) generated \$87,398 in operating income and cost \$89,237 in expenses for the month. AMP 2 (Senior Sites) generated \$140,751 in operating income and cost \$176,735 for the month in expenses. AMP 3 (HOPE 6) pulled in \$32,904 through subsidy which was transferred to HOPE 6 with the Authority receiving 10% for administration. Central Office generated \$32,183 for the month and cost \$24,584 in expenses. Section 8 generated \$9,472 and cost \$9,533 in expenses. An additional \$1,250 was received in fraud recovery. Central Office generated \$32,217 and cost \$28,666 in expenses. A motion to accept the financial reports was made by Commissioner MacFarland and seconded by Commissioner Thomas. The motion was unanimously approved.

The Board was presented with Resolution Number 1519 which authorized the Authority to enter into a contract with a painter for apartments. The authority received sealed bids from painters on December 10. Bids were received from J.C.'s Custom Painting in the amount of \$55,986 and Ashley Construction Enterprise for \$248,641. As J.C.'s had the lowest responsible bid, the Authority wished to enter an agreement with that firm. A motion to accept the resolution was made by Commissioner Thomas and seconded by Commissioner Leek. Upon voting, Resolution 1519 passed unanimously.

The Board was presented with Resolution Number 1520 which approved an agreement between the Authority and a risk management consultant. The consultant generally serves as an advisor to the Authority in matters of insurance and as a member of the New Jersey Joint Insurance Fund, the Authority is required to have one. The Authority has utilized the Firm of Colson and Gosweiler in the past and wishes to continue this partnership via Resolution 1520. A motion to accept the Resolution was mad by Commissioner Leek and seconded by Commissioner MacFarland. Upon voting, Resolution1520 was passed unanimously.

The Board was presented with Resolution Number 1521 which authorizes the adoption of budget FYE 9/30/2106 pursuant to the State of NJ. The Board previously approved this same budget at its July meeting. Commissioner Thomas moved to accept the Resolution which was then seconded by Commissioner MacFarland. Upon voting, Resolution 1521 unanimously passed.

The Board was presented with Resolution Number 1522 which authorized the appointment of a Fund Commissioner to the NJ Joint Insurance Fund. The Fund Commissioner serves as the Authority's representative to the NJ JIF. James Howell has previously served in this capacity and shall continue with Joanne Sbrana serving as the alternate. A motion to accept the Resolution was made by Commissioner Thomas seconded by Commissioner MacFarland. Upon voting, Resolution 1522 passed unanimously.

Committee Reports

There were no Committee Reports.

Public Portion

The Board was addressed by attorney Howard Melnicove and Marcus Weaver both representing Gateway Community Action Agency. The duo wished to speak regarding the Urban Farm project at the former Ivy Glen Apartments (Mill Street) site. Previously, Gateway had approached the Authority to gain permission to install a pole barn at the site. This proposition was rejected by the Authority as a pole barn would be a more permanent structure since the plan was for it to have a cement floor. Gateway has withdrawn its previous request and Melnicove presented Gateway's proposition for an alternate plan. The new plan is to erect 4 greenhouses on the property. The greenhouses would be placed either where the pole barn was originally planned to go or on the plot of land across Mill Street. This project would generally be an expansion of what is currently taking place. The current agreement between Gateway and the Authority is a year-to-year agreement. Gateway would like to extend that to a five year agreement. The Board will take the proposal into consideration.

Unfinished Business

There was no unfinished business but a recap was given regarding tenants Della Price of 433 Oakview Heights and Howard Clarke of 7-H reporting maintenance issues. Maintenance is addressing their issues.

New Business

There was no new business

With no further business to discuss the public meeting was closed at 5:44 PM.