

**MINUTES OF A SCHEDULED MEETING FOR
THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF THE CITY OF BRIDGETON
HELD ON MAY 25, 2017**

A meeting of the Commissioners of the Housing Authority of the City of Bridgeton was held on Thursday May 25, 2017 at 5:00 PM 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 5:27 PM and upon roll call, those present were: Commissioner Leek, Commissioner MacFarland, Commissioner Lugardo-Hemple, Commissioner DeQuinzio and Commissioner Thomas. Also present were Attorney Robert Pryor, Executive Director Joanne Sbrana and Assistant Director James Howell.

A motion was made by Commissioner Thomas to approve the minutes from the April 27, 2017 meeting. The motion was seconded by Commissioner MacFarland. The minutes from the April 27, 2017 meeting were approved unanimously via an oral vote.

Report of Secretary/Treasurer

Director Sbrana made a presentation for the Authority's Audit for the program year ending 2016. Each Commissioner was presented with a copy of the audit. There were no findings resulting from the audit.

Director Sbrana presented the Board with a first draft copy of the Annual and Five Year Plan. The same plan was presented to residents for comment on May 17. A public hearing for the completed plan will take place on June 22 at 4:00 PM. The full plan is not due to HUD until July 14.

The Board was presented with Resolution 1707 which designated authorized signers for Housing Authority bank accounts. The Authority has its accounts with Ocean First Bank and only individuals approved by a Resolution of the Board are able to sign checks. Designated signers will be Chairperson Iris Santiago, Vice-

Chairperson Marvin Thomas and Executive Director Joanne Sbrana. Commissioner Thomas made a motion that the Board pass Resolution 1707. Commissioner DeQuinzio seconded the motion. Upon voting, the motion passed unanimously and Resolution 1707 was adopted.

The Board was presented with Resolution 1708 which presses the Authority to urge representatives from the State of New Jersey to support legislative action to re-authorize and extend the National Flood Insurance Program (NFIP). NFIP is a federally backed flood insurance program which provides affordable coverage to property owners. The program is set to expire on September 30, 2017. The Joint Insurance Fund is encouraging all of its members to petition their local representatives to take action to insure that the program continues. Commissioner Leek made a motion to accept the resolution which was seconded by Commissioner Thomas. Upon voting, the motion passed unanimously and Resolution 1708 was adopted.

The Board was presented with Resolution 1709 which gives the Board's certification of the annual audit. Director Sbrana gave a synopsis of the audit earlier in the meeting. Commissioner Lugardo-Hemple made a motion that Resolution 1709 be accepted as presented and Commissioner Thomas seconded the motion. Upon voting, the motion passed unanimously and Resolution 1709 was adopted.

Committee Reports

There were no Committee reports.

Public Portion

No members of the public were present.

Old Business

There was no old business to discuss.

New Business

Commissioner Thomas informed the Board of a disaster volunteer training being offered by the Cumberland County Human Services Advisory Council (HSAC).

Anyone interested in the training can contact Juanita Nazario at 856-459-3080. The HSAC has also created a needs assessment survey that will be forwarded to all Board members.

Director Sbrana relayed the events of a fire that took place at the High Rise on May 17. The fire was started by a disgruntled resident. The man barricaded himself in the unit and ignited objects which he had hung over sprinkler piping. He had to be forcefully removed by police. This is the same resident who had previously threatened a maintenance employee with a knife.

Maintenance employees removed much of the water. All Risk Property Damage Experts, the remediation company suggested by the Joint Insurance Fund (JIF), came and vacuumed out the remainder. Industrial sized dehumidifiers were left throughout the building to remove lingering traces of moisture. The building suffered more water damage than fire. The only residents being displaced for the evening were those in apartments directly below the burning unit. On May 22, electricians were able to certify that electric panels were ok and the displaced tenants could return to their apartments.

For the week of May 22 to May 26, All Risk began removing water damaged drywall from the hallways of the High Rise. Residents from each floor being addressed were taken to Oakview Community Hall for the day as work was completed.

All Risk has claimed that overall, 49 units were damaged and will need refurbishing. Their plan was to do all 49 units at the same time which would require those residents to be relocated.

Commissioner Santiago recently spoke with Todd Bowen of the Bridgeton Fire Department regarding scheduling a fire drill to take place at the High Rise. She also suggested that the Authority contact Union Baptist Temple Church so that perhaps in the future their Alms Center could be used as a location to take displaced residents in the event of emergencies. It was also suggested that the Authority keep a ledger of all residents and their emergency contacts.

Director Sbrana reported that the brother of the resident who had started the High Rise fire had come to the building wanting to get into the apartment. Naturally, he could not gain access as the police investigation was still underway and the brother was not the emergency contact. He returned a few days later with a woman claiming to be the daughter of the fire starter. They wished to gain access to the apartment but was again told that since neither were an emergency contact, they could not be let into the unit. They also wanted access to the mailbox and it was explained to them that the Authority is not allowed to go into a resident's mailbox.

After taking contact information, the pair exited. A letter will be sent to the emergency contact from the attorney.

With no further business to discuss Commissioner Lugardo-Hemple moved to adjourn the meeting. Commissioner DeQuinzio seconded the motion. The meeting adjourned at 6:12 PM.