

**MINUTES OF A SCHEDULED MEETING FOR  
THE BOARD OF COMMISSIONERS  
OF THE HOUSING AUTHORITY OF THE CITY OF BRIDGETON  
HELD ON OCTOBER 26, 2017**

A meeting of the Board of Commissioners of the Housing Authority of the City of Bridgeton was held on Thursday October 26, 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 5:00 PM and upon roll call, those present were: Commissioner Leek, Commissioner MacFarland , Commissioner DeQuinzio, Commissioner Lugardo-Hemple 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 September 28, 2017 meeting. The motion was seconded by Commissioner MacFarland. The minutes from the September 28, 2017 meeting were approved unanimously via an oral vote.

**Report of Secretary/Treasurer**

Director Sbrana presented a financial report to the Board. AMP I (Maplewood) generated \$84,298 in income and cost \$103,180 in expenses. A total of 95 units were leased of the 100 available. AMP II (Senior Sites) generated \$131,653 in income while costing \$190,706 in expenses. Of the 250 units, 245 were leased. AMP III (HOPE VI) pulled in \$35,652 in subsidy which was transferred to HOPE VI. Currently, 94 units leased. Central Office generated \$77,610 and cost \$35,951 in expenses. Section 8 generated \$22,425 and cost \$17,100 in operation costs. A total of 159 vouchers are leased. Commissioner Thomas moved that the report be accepted and the motion was seconded by Commissioner DeQuinzio. The motion was unanimously approved upon voting.

The Board was presented with Resolution 1720 which authorized the Authority to award a non-fair and open contract for auditing services. The Authority had previously advertised for bids for auditing services but received no replies. The firm of Polcari and Company proposed to complete auditing services for FYE 9/30/17. As the proposal is not over \$17,500, the Authority can accept the bid from Polcari. The Authority has worked with this firm in the past with no issue. Commissioner Thomas made a motion to accept Resolution 1720. The motion was seconded by Commissioner MacFarland. Upon voting, the motion passed unanimously and Resolution 1720 was adopted.

The Board was presented with Resolution 1721 which authorized the Authority to enter into a cooperative pricing agreement with the Educational Services Commission of New Jersey. Participating in this cooperative will allow the Authority to purchase goods and services at a better rate than what is normally available. Commissioner MacFarland made a motion to accept Resolution 1721 which was seconded by Commissioner Leek. Upon voting, the motion passed unanimously and Resolution 1721 was adopted.

The Board was presented with Resolution 1722 which authorized the adoption of the budget FYE 9/30/18 pursuant to the laws of the State of New Jersey. This budget had been previously presented to the Board in July and approved at that time. Resolution 1722 allows the budget to be officially adopted. Commissioner Thomas made a motion that the Authority adopt Resolution 1722. The motion was seconded by Commissioner MacFarland and upon voting was unanimously approved and Resolution 1722 was adopted.

### **Committee Reports**

There were no other Committee reports.

### **Public Portion**

No members of the public were present.

### **Old Business**

Director Sbrana informed the Board of going to court because the Authority had been sued by former resident Bryan Edwards. Edwards was suing because his

belongings were disposed of after his eviction. Normally, evicted persons are allowed 30 Days to retrieve their items. Due to the circumstances at the time, Edwards ended up with nearly 4 months to get his property but never did. Edwards' case was dismissed with prejudice by the judge.

### **New Business**

Director Sbrana presented the Board with a letter from an Overlook Drive resident praising Authority maintenance for the job that they do.

Commissioner Lugardo-Hemple made a motion that the meeting be taken into executive session. The motion was seconded by Commissioner Thomas and the meeting went into executive session at 5:27 PM.

Commissioner Leek made a motion to leave executive session which was seconded by Commissioner Lugardo-Hemple. The meeting exited executive session at 5:54 PM.

With no further business to discuss Commissioner Thomas moved to adjourn the meeting. Commissioner Lugardo-Hemple seconded the motion. The meeting adjourned at 5:56 PM.