

October 21st, 2020

Minutes of a regular meeting of the October 21st, 2020

Housing Authority of the Borough of Red Bank, County of Monmouth, State of New Jersey held Wednesday, October 21st at 6:00 PM held via “Zoom” in accordance with the revised meeting requirements issued by the State of New Jersey due to COVID 19.

Chairperson Diem Jones called the meeting to order at 6:00 PM and asked for the reading of the roll:

Present:

Chairperson Jones
Vice Chairperson Wilkerson
Commissioner Crystian
Commissioner Gregory
Commissioner Nelson
Commissioner Nicolaides
Commissioner Reynolds-Lewis

Absent:

None

Also present: William Snyder, Precious Johnson, Councilman Michael Ballard, Terrence Corriston, Esq.

The following meeting notice was read:

“Adequate notice of this meeting as required by the Open Public Meeting Act has been provided by the filing of a Revised Annual Meeting Notice with the Municipal Clerk, posting of same to the official bulletin board and delivery of the notice to the Asbury Park Press and Twin River Times on March 30th, 2020. This body wishes to advise you, in accordance with N.J.S.A. 26:3D, smoking is prohibited while this body is in open or closed session. The flag followed the opening statement.

The minutes of the September 19th, 2020 meeting were presented for approval, Commissioner Nelson moved that the minutes be approved as recorded, seconded by Commissioner Reynolds-Lewis:

Ayes: All

Nays: None

Absent: None

Abstentions: Gregory

Executive Director Report:

Mr. Snyder reported on the following issues

- 1) Evergreen Terrace Laundry Room ventilation-Mr. Snyder stated that the work was nearly complete
- 2) UV cabinet-A UV cabinet has been delivered and the staff has use in dealing with all correspondence.
- 3) Wi-Fi Installation-Mr. Snyder stated that he is still researching how to put together bidding documents so that the Housing Authority ca receive the best possible price for installation and annual subscriptions.
- 4) Vehicle purchase-Mr. Snyder presented information of the two vehicles that are available under the New jersey Cooperative Purchasing Program. It was decided that the Housing Authority should move ahead with purchasing 2 vehicles (Ford F250 & Chrysler Pacifica.

Commissioner Gregory moved that the Housing Authority Executive Director be authorized to proceed with purchasing the 2 vehicles, seconded by Commissioner Reynolds-Lewis:

Ayes: All

Nays: None

Absent: None

5) Beautification Program-Mr. Snyder stated that he has still not received any proposals for the landscaping work. He is also waiting for prices to trim all the trees at both Evergreen and Montgomery. He also stated that the fencing at Montgomery was an eyesore and should be considered for removal. This would be a great assistance in doing the landscaping. A discuss took place concerning the merits of removing the fencing at Montgomery Terrace.

Commissioner Reynolds-Lewis moved that the fencing at Montgomery Terrace and also the clotheslines be removed, seconded by Commissioner Nelson:

Ayes: Jones, Wilkerson, Crystian, Nelson, Nicolaides, Reynolds-Lewis

Nays: Gregory

Commissioner Gregory stated that he is voting “no” because there has been no input from the residents.

Absent: None

6) Streamlined Voluntary Conversion (SVC)-Mr. Snyder stated the contract for preparation of cost estimates was awarded at the August meeting and currently being worked on. Renderings will be on-hold until the cost estimate report is received and reviewed by the Board of Commissioners,

7) Installation of Closed-Circuit Television Cameras-Mr. Snyder stated the contract was rebid and the due date are due 11/10/20. A proposed location map was circulated to the Board of Commissioners by email.

8) Community Room Usage-Mr. Snyder reported that the Community Room at Evergreen Terrace is currently closed due to the pandemic. However, he feels that it should be available to the residents once the pandemic has ended and the room reopened. He stated that he would work on a policy when it is opened on how and who can use the room.

9) Newsletter-Mr. Snyder stated that he was still working on the draft newsletter and would like all interested parties to submit their articles as soon as possible. He would like to issue the newsletter by the end of November.

Under New Business, the following Resolutions were considered:

Resolution approving the transaction, authorizing the approval of the list of bills for the month of October 2020 authorizing and ratifying an expenditure of funds in an amount not to exceed \$273,332.14 subject to appropriations.

RESOLUTION NO. 10-01-2020

WHEREAS the Commissioners of the Housing Authority of the Borough of Red Bank convened in a Regular Meeting on October 21st, 2020; and

OCTOBER BILL LIST

1. Regular List of Bills	\$81,368.14
2. HCV/Section 8	\$191,964.00
Total For Month of October 2020	\$273,332.14

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Housing Authority of the Borough of Red Bank hereby authorizes and approves:

1. The list of bills for October 2020, attached hereto and incorporated herein.
2. An expenditure of funds for the payment of the list of bills for October 2020, in an amount not to exceed \$273,332.14, subject to appropriations.
3. Ratification of payments of any bills for October 2020 on the list that may have already been paid.
4. The Executive Director to do all things necessary to effectuate the transaction.
5. That this Resolution shall take effect immediately.

Commissioner Crystian moved that Resolution #10-01-2020 be approved, seconded by Commissioner Nicolaides:

Ayes: All

Nays: None

Absent: None

The Housing Authority’s accountant, William Katchen, made a presentation regarding the 2021 budgets. The Board of Commissioners discussed the budgets before considering Resolutions 10-02 and 10-03.

The following resolution was considered:

Resolution approving introduction of the New Jersey Budget and submission to the New Jersey Department of Community Affairs.

RESOLUTION NO. 10-02-2020

Commissioner Gregory moved that the attached budget, for the year ending 12/31/21, be approved as introduced and remitted to the State of New Jersey in accordance with the requirements of the New Jersey Fiscal Control Act, Seconded by Commissioner Nicolaides:

Ayes: All

Nays: None

Absent: None

The following resolution was considered:

Resolution approving the attached HUD Budget.

RESOLUTION NO. 10-03-2020

Commissioner Gregory moved that the attached HUD budget, for the year ending 12/31/21, be approved and filed, seconded by Commissioner Nicolaides:

Ayes: All

Nays: None

Absent: None

Under "Matters of Information" the following report was presented by the Housing Authority Attorney-Terrence Corrison:

Mr. Corrison presented his report on his by-law review. He stated that he would follow-up with the By-law Committee prior to considering adoption by the entire board.

Under remarks of citizens, the following persons addressed the board:

Michael Ballard-Mr. Ballard stated that he would like to see the Housing Authority's remote public meeting information posted on the Housing Authority website.

There being no other business, Commissioner Jones moved that the meeting be adjourned at 8:15 PM, seconded by Commissioner Nicolaides:

Ayes: All

Nays: None

Absent: None

Respectfully submitted,

WILLIAM F. SNYDER
Secretary