

**MINUTES
MADISON HOUSING AUTHORITY
January 19, 2016 REGULAR MEETING**

Chairperson Jacqueline Love called the meeting to order at 4:35 PM in the conference room of the Barbara W. Valk Firehouse Apartments. The following Commissioners answered as present:

Lois Bhatt, Gregory Castano, Diane Driscoll, Jacqueline Love, Jerald Mantone and Gary Ruckelshaus.

Commissioner Mikulewicz was absent.

Also present were, Louis Riccio, Executive Director, Tanya Van Order, Deputy Director and Patrick Rowe, Council Liaison.

Mr. Riccio read the NJ Open Public Meetings Act Notice.

Approval of the Minutes

Commissioners and Bhatt and Mantone and seconded approval of the Minutes of the Regular Meeting of December 15, 2015. The minutes were approved by voice vote with one abstention.

At this point in the meeting Ms. Love relinquished the Chair to Mr. Riccio who asked for nominations for Chairperson of the housing authority for calendar year 2016. Commissioners Love and Ruckelshaus nominated Ms. Bhatt as Chairperson

16-19-1-1 Resolution Approving the Election of Lois Bhatt as Chairperson of the Housing Authority

Commissioners Love and Ruckelshaus moved and seconded the resolution. The roll call was unanimous and the Resolution was approved.

Mr. Riccio asked for nominations for the Vice Chairperson of the housing authority for calendar year 2016. Commissioner Love nominated Mr. Mantone.

15-19-1-2 Resolution Approving the Election of Gerald Mantone as Vice Chairperson of the Housing Authority.

Commissioners Love and Driscoll moved and seconded the resolution. The roll call was unanimous and the Resolution was approved.

Report of Chairperson

Ms. Bhatt thanked Ms. Love for her service and welcomed Mr. Rowe as our new Council Liaison. Ms. Bhatt also appointed Gary Ruckelshaus to the Finance Committee and Mr. Ruckelshaus accepted.

Report of Executive Director

Mr. Riccio reported that, although we closed on the RAD conversion at the end of November, we are still waiting for HUD Washington to provide the HAP allocation for 2016 and the new 2016 contract rents per the annual financial adjustment. All public housing leases have been terminated in the HUD's online inventory management system and the new Project-based voucher (PBV) leases, effective 1/1/16, have been entered. We will be required to submit additional financial documentation to HUD by the end of each month through its Voucher Management System (VMS), which reports the rents paid by the tenants and the Housing Assistance Payment (HAP) due to the housing authority. The staff has been working diligently with our software vendor to transition from the public housing reporting platform to the PBV reporting.

Mr. Riccio noted that there is some additional capital work needed at senior building to repair one of the air-handling systems on the rooftop (\$6,000.) This system heats and cools the corridors. We also need to replace the split system air conditioning for Community Room (\$7,000,) which is 30 years old.

Mr. Riccio updated the Board on the status of Davenport Village, the Madison Affordable Housing Corporation development in Morris Plains. All 24 modular units have been placed in the south building and roof trusses will be completed this week. The stick built portion of the development, which connects the two buildings, is framed and windows will be installed this week. MAHC anticipates soliciting applications this spring and occupancy is expected by early fall. In other MAHC business, we are working to resyndicate Cook's Pond (70 units of senior housing in Denville) as the tax credit period expired 12/31/15 and the syndicator set a purchase price well beyond our means. The new low-income tax credit syndication will leverage funds for major capital improvements (roof, kitchens & baths, etc.) and will also provide additional development fees for MAHC.

In Madison, Mr. Riccio reported that he has reached out to Kathy Doherty to discuss her three properties on Cook Avenue, Central Avenue & Community Place. Nino Coviello has reached out to him to discuss the affordable housing obligation generated by the development of six building lots on Kings Rd and Division Ave. Mr. Rowe noted that, in accordance with current Borough ordinance, the affordable obligation will need to be met on site for the size development in question.

Report of Deputy Executive Director

Ms. Van Order's report is attached and made a part of these Minutes.

Report of Attorney

One eviction case was settled in December with the tenants agreeing to move out. Two eviction cases were filed and full payment was made prior to the court date. A forth eviction is pending a court date.

Committee Reports

No reports.

Public Comment

None.

Old Business

None.

New Business

None.

Correspondence

Thank you note from senior tenant Barbara Ryan.

Resolutions

CONSENT AGENDA – Resolutions 16-19-1-3 through 16-19-1-16

- 16-19-1-3 Resolution Appointing a Qualified Purchasing Agent
- 16-19-1-4 Resolution Approving the Cash Management Plan
- 16-19-1-5 Resolution Authorizing a Policy Respecting Reimbursement of Authority Commissioner/Employees for Costs of Defending Against Criminal Charges
- 16-19-1-6 Resolution Indemnifying Commissioners and Employees Consistent with N.J.S.A. 59:10-4
- 16-19-1-7 Resolution Adopting a Form Required to be Used for the Filing of Notices of Tort Claims Against the Authority in Accordance the Provisions of the NJ Tort Claims Act, N.J.S.A. 59:8-6
- 16-19-1-8 Resolution Introducing the Operating Budget for FYE 3-31-17
- 16-19-1-9 Resolution Designating Official Newspaper of the Housing Authority for Publication of Legal Notices
- 16-19-1-10 Resolution Authorizing an Agreement for Professional Accounting Services with Fallon & Larsen to Perform an Audit of Housing Authority’s Financial Records for the Period of April 1, 2015 to March 31, 2016
- 16-19-1-11 Resolution Authorizing an Agreement for Accounting Services with William Katchen, CPA for the Period of April 1, 2016 to March 31, 2017
- 16-19-1-12 Resolution Authorizing an Agreement for Professional Legal Services in Connection with Evictions for the Period of April 1, 2016 to March 31, 2017
- 16-19-1-13 Resolution Authorizing an Agreement for Legal Services with Joseph Manfredi & Associates for the Period of April 1, 2016 to March 31, 2017
- 16-19-1-14 Resolution Approving the Payment of Invoices
- 16-19-1-15 Resolution Approving a Contract for a Risk Manager

16-19-1-16 Resolution Appointing Tanya Van Order as Fund Commissioner to the NJPHA-JIF Year 2016

Commissioners Driscoll and Mantone moved and seconded a consent agenda for Resolutions 16-19-1-03 through 16-19-1-16. Resolution 16-19-1-12 was pulled.

The roll call was taken and the resolutions were approved unanimously.

Council Liaison

Mr. Rowe asked Mr. Castano to recap the Borough's filing status relative to the municipal affordable housing obligation. Mr. Castano reported that reasonable estimates of Madison's obligation range from 60-113 units. The January court date was moved to February 5th, which may change again. Madison did not retain Econsult, the consultant hired by a consortium of municipalities. Thus far, there have been no objections to Madison's filing and Mr. Castano is cautiously optimistic that there will be none filed by the 1/22/16 deadline. A special master has been appointed by the courts for Madison. This planner might provide comments but is not likely to have an impact on our case.

On a related note relative to affordable housing development, Diane Driscoll reported that a project at 34 Walnut Street, which abuts our Community Place site, is before the Zoning Board of Adjustment for 11 units with 2 being affordables.

Adjournment

There being no further business before the Board, Chairperson Bhatt moved for adjournment at 6:15 P.M.

Next meeting: February 16, 2015 in the Board Room of the Barbara W. Valk Firehouse Apartments.

Respectfully submitted,

Tanya Van Order
Deputy Director