

MINUTES
MADISON HOUSING AUTHORITY
February 16, 2016 REGULAR MEETING

Chairperson Lois Bhatt called the meeting to order at 4:30 PM in the Conference Room of the Barbara W. Valk Firehouse Apartments. The following Commissioners answered as present:

Lois Bhatt, Jerold Mantone, Gregory Castano, Diane Driscoll, Gary Ruckelshaus & Joseph Mikulewicz (via speaker phone)

Commissioner Love was absent. Also present were Louis Riccio, Executive Director, and Tanya Van Order, Deputy Director.

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

Approval of the Minutes

Commissioners Driscoll and Mantone moved and seconded approval of the Minutes of the Regular Meeting of January 20, 2016. The Minutes were approved on a unanimous roll call vote.

Report of Chairperson

Ms. Bhatt appointed Mr. Mantone and Mr. Ruckelshaus to the Personnel Committee. Ms. Bhatt will be the third member of the Personnel committee. Mrs. Bhatt will also be on the Finance Committee with Mr. Ruckelshaus.

Report of Executive Director

Mr. Riccio reported the maintenance staff did a phenomenal job during and after the historic January snowstorm clearing over 30 inches of snow from parking lots and walkways of our nine sites.

Mr. Riccio noted that we've encountered issues with the brand new boiler system at the senior building. Our HVAC techs from Teknikon, Inc. have been working with the boiler manufacturer's engineers from Peerless and the installer to resolve the problems, which appear to be related to internal electronic controllers in the system. New parts are on order.

The RAD program is progressing well. We have 95 families eligible for Project-based voucher (PBV) Housing Assistance Payments (HAP). We will report the total monthly HAP owed to the Housing Authority through the Voucher Management System (VMS). There will be an approximate one month lag in HAP payments from HUD. We also report the amounts paid into escrow accounts for families participating in the Family Self-Sufficiency program. These escrow payments will be fully funded by PBV HAP. Initial estimates from our accountant show that, between flat rent payers and RAD program HAP payments, we expect to generate approximately \$90,000 in additional funds annually. We will be establishing a "sinking fund" account to accumulate this excess cash, which we could use to pay down the debt on our RAD loan at each five-year interval as stipulated by the loan agreement.

Mr. Riccio reminded the Board of our Strategic Planning Retreat this Saturday. In addition to the Housing Authority Board members, MAHC Trustees and municipal elected officials will join the

Housing Authority staff and Borough Administrator to review past accomplishments and to discuss future collaboration.

Lastly, Mr. Riccio reported that the Madison Affordable Housing Corporation has been notified that we will be reimbursed for 50% of the environmental cleanup costs at the Strickland Place site (former Guerriero Paving location.) This \$215,000 reimbursement from the state's Hazardous Discharge Site Remediation Fund (HDSRF) will be returned to the municipal affordable housing trust fund, which was used to pay for the cleanup costs.

Report of Deputy Executive Director

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

Report of Attorney

Ms. Van Order reported that one eviction filing has been withdrawn without prejudice awaiting appointment of a state guardian for the tenant in question. Another tenant who moved out under eviction action with a sizable debt to the Authority has signed a repayment agreement.

Committee Reports

Building & Grounds: Mr. Mantone recommended that we consider replacing the truck with a lift. Mr. Riccio noted that we will be replacing all scatter-site patio enclosures & resurfacing parking lots this spring. Ms. Van Order recommended that we undertake a comprehensive landscaping assessment of the sites.

Public Comment

None.

Old Business

None.

New Business

None.

Correspondence

None.

Resolutions

16-16-2-1 Resolution Approving Payment of Invoices

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

Council Liaison

No report.

Adjournment

There being no further business before the Board, Commissioner Mikulewicz moved for adjournment at 5:45 P.M.

Next meeting: March 15, 2016 in the Conference Room of the Barbara W. Valk Firehouse Apartments.

Respectfully submitted,

Tanya Van Order
Deputy Director