

MINUTES
MADISON HOUSING AUTHORITY
May 19, 2010 REGULAR MEETING

Chairperson Lois Bhatt called the meeting to order at 4:30 PM via Zoom video meeting. The office Conference Room was open and available for any public to attend the Zoom video meeting. The following Commissioners answered as present:

Lois Bhatt, Jeffrey Smith, Melissa Elias, Mark McBride, Gary Ruckelshaus, Diane Driscoll and Mark Chiarolanza.

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

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

Approval of the Minutes

Commissioners Driscoll and Ruckelshaus moved and seconded approval of the Minutes of the Regular Meeting of April 21, 2020. The minutes were approved by voice vote.

Council Liaison

Ms. Vitale reported that, notwithstanding the pandemic Stay Home order, business continues at Borough Hall. The Borough Council is meeting via video conference and the municipal budget was passed at the last meeting.

Report of Chairperson

No report.

Report of Executive Director

Mr. Riccio reported that the maintenance staff is keeping the senior building clean and sanitized. They have taken the initiative to paint the building stairwells, repair rusted doors, deep clean the outdoor patio furniture and paint the planters in the patio gardening area. The administrative staff has participated in multiple video conferences on HUD's Covid-19 response, temporary regulatory relief, best practices for keeping staff and residents safe, strategies for virtual leasing and socially distanced lease renewal activity, among others. We have received extra administrative funds from HUD to cover costs related to Covid-19, such as protective equipment, cleaning supplies, overtime pay, remote work needs and technology upgrades.

We executed the grant agreement for \$56,418 with the County of Morris for conversion of two units on John Avenue. This added to \$155,000 in affordable housing trust funds pledged by the borough and \$75,000 from our PILOT totals \$286,418 toward this project that will result in two additional affordable homes in the borough. The building permit paperwork has been submitted and is being reviewed by the Borough. We are waiting to hear from the county regarding our application for 2020 HOME funds to install air conditioning systems at the 12 Loantaka Way 3-bedroom units. This need

arises due to the lack of safe egress when tenants install window air conditioners in the two front bedrooms that have only one window.

Mr. Riccio reported that HUD's review of our request to subdivide excess property is still underway and he continues to respond to their need for additional documents. We anticipate a favorable response from HUD once they have determined how to allow the subdivision while assuring that the property remains restricted to development for affordable housing.

Report of Deputy Executive Director

Ms. Van Order's reports on RAD PBV rent collection, and RAD/Section 8 HCV recertification, units under lease and administrative fees are attached and made a part of these Minutes.

Ms. Van Order reported that there have been no known cases of Covid-19 among our senior residents and one case among the scatter site residents. Restrictions to access to the senior building continue and a protocol for authorized access for move-out and move-in activity has been implemented with input from the municipal public health nurse. There are 5 move-outs currently in progress and we had one move-in on May 1st. The next step in easing restrictions to the building will be to allow home health aides, nurses, PTs and other essential service providers access to the building. We will align our timing with actions the state takes to lift restrictions currently in place, hopefully by mid-June.

As anticipated, there was a slight dip in rent collection in May as some tenants previously paying income-based rents above the RAD contract rent began collecting unemployment. The HAP for these tenants makes us whole to the RAD contract rent amount, but not to their previously paid income-based rents. There are no substantial or unusual rent delinquencies at present and no tenants have requested that we apply their security deposit to the rent.

Committee Reports

No reports.

Public Comment

None.

Old Business

None.

New Business

None.

Correspondence

None.

Resolutions

20-19-5-1 Resolution Approving Payment of Invoices

Commissioners Chiarolanza and Driscoll moved and seconded approval of the resolution; The roll call was unanimous and the Resolution was approved.

Adjournment

There being no further business before the Board, Commissioner Bhatt moved for adjournment at 5:05 P.M.

Next meeting: June 16, 2020 at 4:30 PM via Zoom video meeting with conference call-in for public.

Respectfully submitted,
Tanya Van Order, Deputy Director