

CHAIRPERSON

Dale Caldwell

VICE CHAIRPERSON

Luis Gonzalez

2ND VICE CHAIRPERSON

Anthony Giorgianni

COMMISSIONERS

Yirgu Wolde

Anthony Cupano

Ida Brangman

Kevin Jones



EXECUTIVE DIRECTOR

John Clarke, P.H.M.



**EQUAL HOUSING
EQUAL EMPLOYMENT
OPPORTUNITY**

BOARD OF COMMISSIONERS REPORT

September 24, 2014

COMMUNITY ROOM

7 VAN DYKE AVENUE

NEW BRUNSWICK, NJ 08901

Regular Board Meeting- 6:45PM

"Working Together, We Can Make a Better Future"

7 VANDYKE AVENUE NEW BRUNSWICK, NEW JERSEY 08901

TEL. 732-745-5157 www.nbnjha.org

**NBHA BOARD
OF
COMMISSIONERS**

AGENDA

- I. Roll Call, Call to Order (Chairperson)
- II. Pledge of Allegiance
- III. Reading of the Public Notice (Recording Secretary)
- IV. Consideration of Previous Minutes (August 5, 2014 Annual Meeting and August 5, 2014 Regular Meeting)
- V. New Business (Resolutions)
- VI. Old Business
- VII. Open Public Session
- VIII. Adjournment

Date of Public Notice: September 19, 2014

PUBLIC MEETING NOTICE

Notice is hereby given that the Housing Authority of The City of New Brunswick (NBHA) will hold a Meeting of the Board of Commissioners on Wednesday, September 24, 2014 at 6:45 pm in the Community Room of the Schwartz-Robeson Complex, 7 Van Dyke Avenue, New Brunswick, NJ.

CITY CLERK 09/19/14 PM 09:13

AGENDA

- I. Roll Call, Call to Order (Chairperson)
- II. Pledge of Allegiance
- III. Reading of the Public Notice (Recording Secretary)
- IV. Consideration of Previous Meeting Minutes
- V. New Business (Resolutions)
 - NBHA RESOLUTION 2014 – 09/24 #44**
Resolution Authorizing and Approving Payment of Bills for the Month of July and August, 2014.
 - NBHA RESOLUTION 2014 – 09/24 #45**
Resolution Approving and Ratifying the Submission of the Section 8 Management Assessment Program (SEMAP) Report for FYE 6/30/14.
 - NBHA RESOLUTION 2014 – 09/24 #46**
Resolution Approving and Adopting Revisions to Appendix C of Dwelling Lease for Tenant Charges.
 - NBHA RESOLUTION 2014 – 09/24 #47**
Resolution to Amend the New Brunswick Housing Authority's Admissions and Housing Choice Voucher Administrative Plan.
 - NBHA RESOLUTION 2014 – 09/24 #48**
Resolution Approving the Award of Contracts for AMP 1 Repairs with All-Risk through MRESC # 12/13-26.
 - NBHA RESOLUTION 2014 – 09/24 #49 - ACTING AS REDEVELOPMENT AGENCY**
Resolution Accepting Appraisal for 101 Zebra Way from Rose Valley Appraisal Associates.
 - NBHA RESOLUTION 2014 – 09/24 #50**
Resolution Authorizing and Approving Revision to Organizational Chart Dated 10/1/14 and Related Budgets.
 - NBHA RESOLUTION 2014 – 09/24 #51**
Resolution Approving the Award of Contract for Provision of Environmental Consulting Services to Ascend Construction Management, Inc. through MRESC 14/15-19 GC3.
- VI. Adjournment

The meeting may also include other NBHA business and any redevelopment matters deemed necessary by the Board of Commissioners.

NOTICE OF MEETING

Notice of the Meeting was given in the following manner:

1. Notice of the meeting was transmitted to the Home News Tribune.
2. Said notice of the meeting and a copy of the agenda were filed with the Office of City Clerk on September 19, 2014.
3. Said notice of the meeting and a copy of the agenda were prominently posted on the announcement board in the Lobby of City Hall, 78 Bayard Street, New Brunswick, NJ at least 48 hours prior to the convening of the meeting.

Affidavit of Publication

Publisher's Fee \$69.68 Affidavit \$35.00

State of New Jersey }
Middlesex County } SS.

Personally appeared

Melanie Alt

Of the **Home News Tribune**, a newspaper printed in Freehold, New Jersey and published in East Brunswick, in said County and State, and of general circulation in said county, who being duly sworn, depose and saith that the advertisement of which the annexed is a true copy, has been published in the said newspaper 1 times, once in each issue as follows:

12/16/13

A.D. 2013

Kathleen A. Gibson

Notary Public of New Jersey

Melanie Alt
Sworn and subscribed before me, this
16 day of **December**, 2013

HOUSING AUTHORITY OF THE CITY OF NEW BRUNSWICK

SCHEDULE OF REGULAR MEETINGS OF BOARD OF COMMISSIONERS JANUARY 1, 2014 TO DECEMBER 31, 2014

| Date | Day | Time | Place |
|--------------------|-----------|-----------|--|
| January 22, 2014 | Wednesday | 6:45 p.m. | Community Room Schwartz Robeson Village 7 Van Dyke Avenue New Brunswick, NJ 08901 |
| February 26, 2014 | Wednesday | 6:45 p.m. | Community Room Schwartz Robeson Village 7 Van Dyke Avenue New Brunswick, NJ 08901 |
| March 26, 2014 | Wednesday | 6:45 p.m. | Community Room Schwartz Robeson Village 7 Van Dyke Avenue New Brunswick, NJ 08901 |
| April 23, 2014 | Wednesday | 6:45 p.m. | Community Room Schwartz Robeson Village 7 Van Dyke Avenue New Brunswick, NJ 08901 |
| May 28, 2014 | Wednesday | 6:45 p.m. | Community Room Schwartz Robeson Village 7 Van Dyke Avenue New Brunswick, NJ 08901 |
| June 25, 2014 | Wednesday | 6:45 p.m. | Community Room Schwartz Robeson Village 7 Van Dyke Avenue New Brunswick, NJ 08901 |
| July 23, 2014 | Wednesday | 6:30 p.m. | ANNUAL RE-ORG. MEETING Community Room Schwartz Robeson Village 7 Van Dyke Avenue New Brunswick, NJ 08901 |
| July 23, 2014 | Wednesday | 6:45 p.m. | Community Room Schwartz Robeson Village 7 Van Dyke Avenue New Brunswick, NJ 08901 |
| September 24, 2014 | Wednesday | 6:45 p.m. | Community Room Schwartz Robeson Village 7 Van Dyke Avenue New Brunswick, NJ 08901 |
| October 22, 2014 | Wednesday | 6:45 p.m. | Community Room Schwartz Robeson Village 7 Van Dyke Avenue New Brunswick, NJ 08901 |
| November 19, 2014 | Wednesday | 6:45 p.m. | Community Room Schwartz Robeson Village 7 Van Dyke Avenue New Brunswick, NJ 08901 |
| December 17, 2014 | Wednesday | 6:45 p.m. | Community Room Schwartz Robeson Village 7 Van Dyke Avenue New Brunswick, NJ 08901 |

Kathleen A. Gibson
Notary Public State of New Jersey
My Commission Expires Dec. 18, 2014

**THE NEW BRUNSWICK HOUSING AND REDEVELOPMENT AUTHORITY
ANNUAL BOARD MEETING MINUTES**

AUGUST 5, 2014

1. CALL TO ORDER

The annual meeting of the New Brunswick Housing Authority was called to order at 6:30PM on Tuesday, August 5, 2014.

2. OPEN PUBLIC MEETING NOTICE ACT

Mr. John Clarke, Executive Director of the New Brunswick Housing Authority (Secretary) read the Notice of Public Meeting.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

4. ROLL CALL

PRESENT:

Chairperson Dale Caldwell
Commissioner Yirgu Wolde
Vice Chairperson Luis Gonzalez
Commissioner Anthony Giorgianni

ABSENT:

Commissioner Ida Brangman
Commissioner Anthony Cupano
Commissioner Kevin Jones

ALSO PRESENT:

John Clarke, Executive Director
Mark Roedelbronn, Director of Operations
Joseph Manfredi Esq., NBHA Legal

NOMINATIONS

MOTION: Commissioner Wolde nominated Dale Caldwell for Chairperson, Luis Gonzalez for Vice Chairperson and Anthony Giorgianni for Second Vice Chairperson. Commissioner Gonzalez seconded the motion. No further nominations were made and nominations were closed.

CALL FOR PUBLIC COMMENTS: None

ROLL CALL: Ayes: Giorgianni, Gonzalez, Caldwell, Wolde
Nays: None
Abstentions: None
Absent: Cupano, Jones, Brangman

The motion carried 4-0-0

MOTION: Commissioner Giorgianni made a motion to adjourn the meeting. Commissioner Gonzalez seconded.

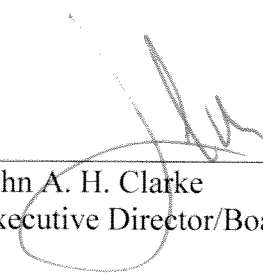
CALL FOR PUBLIC COMMENTS: None

ROLL CALL: Ayes: Giorgianni, Gonzalez, Caldwell, Wolde
Nays: None
Abstentions: None
Absent: Cupano, Jones, Brangman

The motion carried 4-0-0. The meeting was adjourned at 6:36PM.

CERTIFICATION AND APPROVAL OF BOARD MINUTES

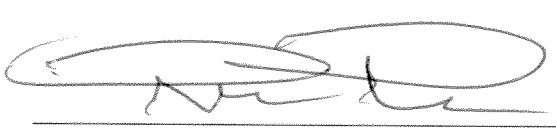
I, John A. H. Clarke, hereby certify and approve the minutes, which have been created in accordance with the events and the actions of the New Brunswick Housing Authority Board of Commissioners Annual Meeting, August 5, 2014, as the official minutes to be entered into record.



John A. H. Clarke
Executive Director/Board Secretary

Date: August 5, 2014

Certified To Be a True Original Copy



Mark Roedelbronn
Director of Operations

THE NEW BRUNSWICK HOUSING AND REDEVELOPMENT AUTHORITY
REGULAR BOARD MEETING MINUTES
AUGUST 5, 2014

1. CALL TO ORDER

The regular meeting of the New Brunswick Housing Authority was called to order at 6:45PM on Tuesday 5, 2014.

2. OPEN PUBLIC MEETING NOTICE ACT

Mr. John Clarke, Executive Director of the New Brunswick Housing Authority (Secretary) read the Notice of Public Meeting.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

4. ROLL CALL

PRESENT:

Chairperson Dale Caldwell
Vice Chairperson Luis Gonzalez
Second Vice Chairperson Anthony Giorgianni
Commissioner Yirgu Wolde

ABSENT:

Commissioner Anthony Cupano
Commissioner Ida Brangman

ALSO PRESENT:

John Clarke, Executive Director
Mark Roedelbronn, Director of Operations
Joseph Manfredi Esq., NBHA Legal

CONSIDERATION OF MINUTES

MOTION: Commissioner Wolde made a motion to approve the June 25th 2014 Regular Meeting Minutes of the Board of Commissioners meetings. Commissioner Gonzalez seconded.

CALL FOR PUBLIC COMMENTS: None

ROLL CALL: Ayes: Gonzalez, Giorgianni, Jones, Wolde
Nays: None
Abstentions: None
Absent: Cupano, Brangman, Caldwell

RESOLUTIONS

NBHA RESOLUTION 2014 - 8/5 # 35

Resolution Authorizing and Approving Payment of Bills for the Month of June, 2014

MOTION: Commissioner Wolde moved to accept Resolution #35. Commissioner Gonzalez seconded.

CALL FOR PUBLIC COMMENTS: None

ROLL CALL: Ayes: Gonzalez, Wolde, Giorgianni, Caldwell
Nays: None
Abstentions: None
Absent: Jones, Brangman, Cupano

The motion carried 4-0-0

NBHA RESOLUTION 2014 – 8/5 # 36

Resolution Adopting the State Budget for the Housing Authority of the City of New Brunswick for 2015

MOTION: Commissioner Wolde moved to accept Resolution #36. Commissioner Gonzalez seconded.

CALL FOR PUBLIC COMMENTS: None

ROLL CALL: Ayes: Gonzalez, Wolde, Giorgianni, Caldwell
Nays: None
Abstentions: None
Absent: Jones, Brangman, Cupano

The motion carried 4-0-0

NBHA RESOLUTION 2014 - 8/5 # 37

Resolution Approving an Inter-Agency Agreement with the Middletown Township Housing Authority for the provision of Management Services

MOTION: Commissioner Gonzalez moved to accept Resolution #37.
Commissioner Wolde seconded.

CALL FOR PUBLIC COMMENTS: None

ROLL CALL: Ayes: Gonzalez, Wolde, Giorgianni, Caldwell
Nays: None
Abstentions: None
Absent: Jones, Brangman, Cupano

The motion carried 4-0-0

NBHA RESOLUTION 2014 – 8/5 # 38

Resolution Approving and Adopting Revisions to the Five Year Agency Plan for the New Brunswick Housing Authority (2010 through 2014) and the One Year/Annual Agency Plan for Fiscal Year 2014

MOTION: Commissioner Gonzalez moved to accept Resolution #38.
Commissioner Wolde seconded.

CALL FOR PUBLIC COMMENTS: None

ROLL CALL: Ayes: Gonzalez, Wolde, Giorgianni, Caldwell
Nays: None
Abstentions: None
Absent: Jones, Brangman, Cupano

The motion carried 4-0-0

NBHA RESOLUTION 2014 – 8/5 # 39

Resolution Approving the Award of Contracts for Roof Repairs and Roof Layover Replacement with Weatherproofing Technologies, Inc., MRESC#FB-13-B

MOTION: Commissioner Wolde moved to accept Resolution #39.
Commissioner Giorgianni seconded.

CALL FOR PUBLIC COMMENTS: None

ROLL CALL: Ayes: Gonzalez, Wolde, Giorgianni, Caldwell
Nays: None
Abstentions: None
Absent: Jones, Brangman, Cupano

The motion carried 4-0-0

NBHA RESOLUTION 2014 – 8/5 # 40

Resolution Approving Attendance for Training by Commissioner Kevin Jones to the Executive Director/Commissioner Professional Development Program on Martha's Vineyard in September 14, 2014 through September 17, 2014

MOTION: Commissioner Gonzalez moved to accept Resolution #40.
Commissioner Wolde seconded.

CALL FOR PUBLIC COMMENTS: None

ROLL CALL: Ayes: Gonzalez, Wolde, Giorgianni, Caldwell
Nays: None
Abstentions: None
Absent: Jones, Brangman, Cupano

The motion carried 4-0-0

NBHA RESOLUTION 2014 – 8/5 # 41

Resolution Approving the Award of Contracts for AMP 1 Site Generator with Lighton Industries, MRESC#13/14-13 EL3.

MOTION: Commissioner Gonzalez moved to accept Resolution #41.
Commissioner Wolde seconded.

CALL FOR PUBLIC COMMENTS: None

ROLL CALL: Ayes: Gonzalez, Wolde, Giorgianni, Caldwell
Nays: None
Abstentions: None
Absent: Jones, Brangman, Cupano

The motion carried 4-0-0

NBHA RESOLUTION 2014 – 8/5 # 42

Resolution Approving the Appointment of New Jersey Public Housing Authority Joint Insurance Fund Commissioner for 2014 and 2015

MOTION: Commissioner Gonzalez moved to accept Resolution #42.
Commissioner Giorgianni seconded.

CALL FOR PUBLIC COMMENTS: None

ROLL CALL: Ayes: Gonzalez, Wolde, Giorgianni, Caldwell
Nays: None
Abstentions: None
Absent: Jones, Brangman, Cupano

The motion carried 4-0-0

NBHA RESOLUTION 2014 – 8/5 # 43

Resolution to Renew Membership in the New Jersey Public Housing Authority Joint Insurance Fund

MOTION: Commissioner Gonzalez moved to accept Resolution #43.
Commissioner Wolde seconded.

CALL FOR PUBLIC COMMENTS: None

ROLL CALL: Ayes: Gonzalez, Wolde, Giorgianni, Caldwell
Nays: None
Abstentions: None
Absent: Jones, Brangman, Cupano

The motion carried 4-0-0

SECRETARY'S REPORT

John Clarke presented the Secretary's Report verbally and addressed questions from the Board and public.

COMMITTEE REPORTS

No reports were given.

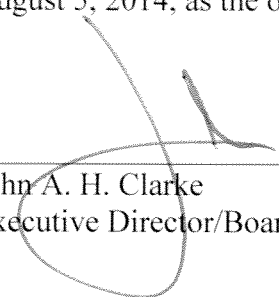
MOTION: Commissioner Wolde made a motion to adjourn the meeting. Commissioner Gonzalez seconded.

ROLL CALL: Ayes: Giorgianni, Giorgianni, Wolde, Caldwell
Nays: None
Abstentions: None
Absent: Jones, Brangman, Cupano

The motion carried 4-0-0. The meeting was adjourned at 7:08PM.

CERTIFICATION AND APPROVAL OF BOARD MINUTES


I, John A. H. Clarke, hereby certify and approve the minutes, which have been created in accordance with the events and the actions of the New Brunswick Housing Authority Board of Commissioners Meeting, Tuesday, August 5, 2014, as the official minutes to be entered into record.



John A. H. Clarke
Executive Director/Board Secretary

Date: August 5, 2014

Certified To Be a True Original Copy



Mark Roedelbronn
Director of Operations

BOARD RESOLUTION SUMMARY LIST

NBHA RESOLUTION 2014 - 9/24 # 44

Resolution Authorizing and Approving Payment of Bills for the Months of July and August, 2014

NBHA RESOLUTION 2014 – 9/24 # 45

Resolution Approving and Ratifying the Submission of the Section 8 Management Assessment Program (SEMAP) Report for FYE 6/30/14

NBHA RESOLUTION 2014 - 9/24 # 46

Resolution Approving and Adopting Revisions to Appendix C of Dwelling Lease for Tenant Charges

NBHA RESOLUTION 2014 – 9/24 # 47

Resolution to Amend the New Brunswick Housing Authority's Admissions and Housing Choice Voucher Administrative Plan

NBHA RESOLUTION 2014 – 9/24 # 48

Resolution Approving the Award of Contracts for AMP 1 Repairs with All-Risk through MRESC # 12/13-26

NBHA RESOLUTION 2014 – 9/24 # 49

(Acting as Redevelopment Agency)

Resolution Accepting Appraisal for 101 Zebra Way from Rose Valley Appraisal Associates

NBHA RESOLUTION 2014 – 9/24 # 50

Resolution Authorizing and Approving Revision to Organizational Chart Dated 10/1/14 and Related Budgets

NBHA RESOLUTION 2014 – 9/24 # 51

Resolution Approving the Award of Contract for Provision of Environmental Consulting Services to Ascend Construction Management, Inc. through MRESC 14/15-19 GC3