

# AGENDA

## FREEHOLD BOROUGH HOUSING AUTHORITY

Administrative Office

107 Throckmorton Street

Freehold, NJ 07728

February 1, 2017 at 5:00 p.m. – Regular Meeting

### NEW JERSEY OPEN PUBLIC MEETING ACT NOTICE

As required by NJSA 10:4-6 et.seq. known as the Open Public Meetings Act, adequate notice of this meeting has been provided by the Secretary of the Housing Authority of the Borough of Freehold by preparing an Annual Notice dated December 7, 2016 setting forth the date, time and place of this meeting. Said notice was published in the local newspapers of record and posted on the Authority's website.

ROLL CALL

ELECTION OF OFFICERS

APPROVAL OF MINUTES for November 2, 2016 and December 7, 2016

ATTORNEY REPORT

EXECUTIVE DIRECTOR REPORT

RESOLUTIONS dated for approvable at the February 1, 2017 meeting

664-17	Confirming resolution for the Approval of the Payment of Invoices dated 1-4-17
665-17	Confirming the contract award for Fee Accountant Services (2/1/2017-1/31/2018)
666-17	Award Legal Services
667-17	Award Auditing Services
668-17	Award Pest Control Services
669-17	Appointing 2017 JIF Fund Commissioner
670-17	Support Bill S-2663 and A-4234
671-17	Resolution for Approval of the Payment of Invoices dated 2-1-2017
672-17	2017 HUD Budget Submission

TENANT ISSUES

PUBLIC COMMENTS

ADJOURNMENT

NEXT MEETING DATE: Wednesday, March 1, 2017

**MINUTES OF THE  
FREEHOLD BOROUGH HOUSING AUTHORITY  
February 1, 2017**

Executive Director Joseph M. Billy called the meeting to order at 5:00 p.m. in the Administrative Office of the Freehold Borough Housing Authority. The following Commissioners were present: Commissioner Reginald Sims, Commissioner Stella Mayes, Commissioner William Cannon, Commissioner Veronica Masi and Commissioner Frances McDaniel. Also present were Joseph M. Billy, Jr., Executive Director, Sharon Whetzler, and Ms. Lourdes Lucas, Attorney.

Commissioners that were absent: Commissioner Lazaro Cardenas.

Executive Director Joseph M. Billy read the Open Public Meetings Act Notice, "Adequate notice of this meeting has been provided by the Secretary of the Housing Authority of the borough of Freehold by preparing an Annual Notice dated December 7, 2016, setting forth the date, time and place of this meeting. Said notice was published in the local newspaper for circulation and posted on the Authority's website.

ELECTION OF OFFICERS: Mr. Billy, Executive Director informed the Board as per the By-Laws of the Housing Authority, election of officers must be carried for 2017 fiscal year. At this time, Commissioner Masi nominated Commissioner Sims as Chairperson seconded by Commissioner Cannon. Commissioner Sims nominated Commissioner Cannon as Vice-Chairperson seconded by Commissioner Masi. Commissioner Sims and Commissioner Cannon were congratulated on their 2017 nominations. Mr. Billy called for a final vote:

AYES: Commissioner Sims, Mayes, Masi, Cannon, McDaniel  
NAYS: None

THE MINUTES OF THE November 2, 2016 MEETING: The minutes were tabled due to a quorum of Commissioners who attended the meeting and are not present for tonight's vote.

THE MINUTES OF THE December 7, 2016 MEETING: The minutes were tabled due to a quorum of Commissioners who attended the meeting and are not present for tonight's vote.

ATTORNEY REPORT: At this time, Ms. Lucas reported that the Housing Authority has forwarded to her for legal review a Premise Access License Agreement from Verizon regarding the replacement of older copper lines in the

senior building. Ms. Lucas reported that she has reviewed the Agreement and will reach out to Verizon regarding some proposed changes in the Agreement.

Ms. Lucas reported that the Housing Authority has received an OPRA request regarding the financial of employee salaries. Ms. Lucas along with the assistant of Ms. Whetzler will gather the information as requested.

#### REPORT OF THE EXECUTIVE DIRECTOR:

At this time, Mr. Billy, Executive Director reported on the following topics:

Mr. Billy informed the Board that Ms. Sharon Whetzler continues to work diligently in leasing up the vacant apartment units. The Housing Authority is currently accepting applications for seniors who are 62 years or older and for families that would qualify for our 3-bedrooms.

Mr. Billy informed the Board that the staff has compiled a wish list of needs regarding the Housing Authority properties. At this time, Mr. Billy reported that Aparri Engineering will prepare specs and bidding documents for the sewer line/sidewalk replacement at Building 18 & 16. The Housing Authority will work on receiving proposals for a partial roof replacement at Building 115, Apt. 1 through 4, waterproofing/drainage system in the boiler rooms of Building 115 and 16, maintenance garage door replacement on both sites and exterior apartment (entrance/patio) lighting on the family site.

At this time, Mr. Billy requested a consent agenda vote on Resolution 664-17 through Resolution 670-17 realizing that they are the Confirming Resolutions from the cancelled January 4, 2017 Board Meeting due to lack of a quorum.

RESOLUTIONS #664-17 through #670-17: Commissioner Cannon motioned and seconded by Commissioner Mayes to approve all Resolutions from #664-17 through #670-17 be approved as read. The roll call was unanimous.

RESOLUTION #671-17: Commissioner Cannon motioned and seconded by Commissioner McDaniel to approve the list of bills presented for payment dated February 1, 2017. The roll call was unanimous. The bills were approved for payment.

RESOLUTION #672-17: Commissioner Cannon motioned and seconded by Commissioner McDaniel to submit the 2017 Operating Budget to HUD for their review. The roll call was unanimous.

TENANT ISSUES: None at this time.

COMMISSIONER COMMENTS: After 24 years of serving, Commissioner McDaniel with her deepest regret submits her resignation to the Board effective March 1, 2017. Commissioner McDaniel states that her husband is ill and in much need of her time.

PUBLIC COMMENTS: At this time, the resident of #107-24 asked that the front patio walkway be looked at with the possibility of being replaced.

There being no further business before the Board, Commissioner Cannon motioned and seconded by Commissioner McDaniel to adjourn. The motion passed by unanimous voice vote and the meeting was adjourned at 5:59 p.m.

Respectfully submitted,  
Joseph M. Billy, Jr., Executive Director