

MINUTES
MADISON HOUSING AUTHORITY
February 19, 2019 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, Diane Driscoll, Gary Ruckelshaus, and Melissa Elias.

Commissioners Castano, Chiarolanza and Smith were absent.

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 Elias moved and seconded approval of the Minutes of the Regular Meeting of January 15, 2019. The minutes were approved by voice vote.

Council Liaison

Ms. Vitale reported that the Borough is making progress in negotiations with Fair Share Housing to agree on the Borough's affordable housing RDP (Realistic Development Potential) and "unmet need" numbers. The next mediation conference with FSH and the judge is scheduled for 2/28/19.

Report of Chairperson

Ms. Bhatt reminded commissioners of the annual NAHRO (National Association of Housing & Redevelopment Officials) legislative conference in Washington April 7-9. NJ NAHRO will hold its annual conference in Atlantic City May 6-8.

Report of Executive Director

Mr. Riccio reported that we have submitted a HOME grant for \$300,000 to fund the conversion of our two 4-bedroom units at 28 John Avenue. These units will be converted to four 2-bedroom flats, two upstairs and two downstairs. If we are not successful in obtaining sufficient funding from HOME, we will also pursue state of New Jersey national housing trust fund grant opportunities as soon as the funding becomes available. Mr. Riccio noted that the national housing trust fund grant money is more restrictive and will require that the units are fully sprinkled, which will add significant expense due to the need to connect to the borough water line and build a sprinkler room. While the Borough has approved some funding for this conversion expense, we have recently been advised that the funding may be redirected to other priorities.

Mr. Riccio reported that the housing authority will be asked to act as a "pass through" for the MAHC purchase of the property and buildings at the Farm at Harding. This property is Harding Township's 24 unit affordable rental housing development, located on the corner of Woodland Ave and Kitchell Road (very near to the Moore Estate in Morris Township.) We have learned that the municipality can only sell to another municipality, housing authority or redevelopment authority. The Madison Housing

Authority would be a pass through in this transaction and all legal fees would be reimbursed by the Madison Affordable Housing Corporation. In addition to selling the property to MAHC via the housing authority, Harding Township will be giving MAHC \$500,000 to build two more units on the site. This transaction will be subject to a comprehensive property inspection, including all 24 units of rental housing, as well as approval from MAHC's loan partner. An RFP for a financial institution will be prepared and circulated immediately following the property inspection. The inspection will determine the immediate needed repairs.

Lastly, Mr. Riccio reported that we hope to begin our planned renovation work in the common areas of the senior building in early spring. The Board will be asked to approve the purchase of carpeting for the 2nd – 4th floors and new furniture for the lobby at the next Board meeting.

Report of Deputy Executive Director

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

Report of Attorney

No report.

Committee Reports

Finance Committee: Mr. Riccio reported that the state has requested a few minor changes to the FYE 3/31/20 budget and Mr. Katchen will handle this. The Board will approve the corrected budget at the March or April Board meeting.

Personnel Committee: Ms. Bhatt reported that the Personnel Committee will be meeting with Mr. Riccio soon regarding a pending new hire for Office Administrator. Jackie Gray's title will become Housing Manager.

Public Comment

None.

Old Business

None.

New Business

None.

Correspondence NJAA Certificate of Participation for Connie Brill
NJAA Certificate of Participation for Tanya Van Order

Resolutions

19-19-2-1 Resolution Approving Payment of Invoices

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

CONSENT AGENDA: Resolutions 19-19-2-2 through 19-19-2-10:

- 19-19-2-2 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, 2018 to March 31, 2019
- 19-19-2-3 Resolution Authorizing an Agreement for Professional Legal Services in Connection with Evictions with Feinstein, Raiss, Kelin, Booker & Goldstein, LLC for the Period of April 1, 2019 to March 31, 2020
- 19-19-2-4 Resolution Authorizing an Agreement for Professional Legal Services with Joseph Manfredi, Esq. for the Period of April 1, 2019 to March 31, 2020
- 19-19-2-5 Resolution Certifying the 2018 Audit
- 19-19-2-6 Resolution Authorizing an Agreement for Professional Accounting Services with William Katchen, CPA for the Period of April 1, 2019 to March 31, 2020
- 19-19-2-7 Resolution Authorizing an Agreement for Elevator Maintenance/Inspection Services for the Period of April 1, 2019 to March 31, 2020
- 19-19-2-8 Resolution Authorizing an Agreement for Landscaping Services for the Period of April 1, 2019 to March 31, 2020
- 19-19-2-9 Resolution Authorizing an Agreement for A & E Services
- 19-19-2-10 Resolution Authorizing an Agreement for A & E Services in Connection with John Avenue Renovation

Commissioners Driscoll and Bhatt moved and seconded a Consent Agenda for resolutions 19-19-2-2 through 19-19-2-10. The roll call was unanimous and the resolutions were approved.

Commissioners Ruckelshaus and Elias moved that the Board enter into Closed Session at 5:35 PM. The roll call was unanimous.

Commissioners Driscoll and Bhatt moved and seconded that the Board come out of Closed Session at 6:05. The roll call was unanimous.

Adjournment

There being no further business before the Board, Chairperson Bhatt moved for adjournment at 6:05 P.M.

Next meeting: March 12, 2019 at 4:30 PM in the Conference Room of the Barbara W. Valk Firehouse Apartments.

Respectfully submitted,

Tanya Van Order
Deputy Director