

**MINUTES OF A WORK SESSION MEETING OF THE BOARD OF
COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY,
HELD ON OCTOBER 9, 2012 AT 210 NORTH GROVE STREET, EAST
ORANGE, NEW JERSEY.**

1. OPEN PUBLIC MEETING ACT & ROLL CALL

The meeting was called to order at 6:37 PM by
Chairperson Wanda Watson. The Open Public Meeting
Act was read by the Recording Secretary.

PRESENT:

Chairperson Wanda Watson
Commissioner Walter Lewis Waters
Commissioner Fred Shaw
Commissioner W.G. Harris
Commissioner Ted Green
Commissioner Keely Freeman (arrived 6:57 PM)

ABSENT:

Commissioner Eugene Cooper

ALSO PRESENT:

Mr. William Jones, Interim Executive Director
Mr. Wilbert Gill, Acting Comptroller
Mr. Gerald Anderson, Mod Coordinator
Ms. Kassem Jones, Project Manager
Ms. Denise Simmons, Sr. Housing Asst. Technician
Ms. Elena Coley, FSS Coordinator
Mr. Anthony Giampaolo, CPA
Mr. Ronald Hunt, Esq., Legal Counsel

2. OPEN DISCUSSION

Commissioner Shaw asked about the travel card.
Mr. Gill responded it will be used to book travel
accommodations so there will be no out-of-pocket
costs to Commissioners or employees of the EOHA.

Chairperson Watson asked about a bill for plumbing. Mr. Anderson responded there were repairs done to a drain at Vista Village. He further explained repairs done at Concord Towers.

Chairperson Watson asked about the Summer Jam bill for \$300.00. Mr. Jones responded the EOHA supported the event and tee shirts were supplied.

Commissioner Harris requested that his name be designated as "W.G. Harris" in the minutes.

The Work Session was adjourned at 7:00 PM.

**REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST
ORANGE HOUSING AUTHORITY, HELD ON OCTOBER 9, 2012 AT 210 NORTH
GROVE STREET, EAST ORANGE, NEW JERSEY.**

The Board of Commissioners of the Housing Authority of the City of East Orange met in a Regular Meeting at 160 Halsted Street, East Orange, New Jersey, on the 9th day of October, 2012, the place, date and hour duly established for the holding of such meeting. Chairperson Wanda Watson called the meeting to order at 7:00 PM.

The Recording Secretary stated that this meeting is being conducted in conformity with the Open Public Meeting Act. Notice of this Regular Meeting was emailed to Worrell Community Newspapers (East Orange Record) on Wednesday, December 21, 2011 and was faxed to the Newark Star-Ledger on Friday, December 23, 2011. The notice was also faxed to the City Clerk Office and Public Information Office of the City of East Orange on Tuesday, January 3, 2012. The notice was posted at the administrative office and the Authority's two public housing developments on Tuesday, January 3, 2012.

PRESENT:

Chairperson Wanda Watson
Commissioner Keely Freeman
Commissioner Walter Lewis Waters
Commissioner W.G. Harris
Commissioner Ted Green
Commissioners Fred Shaw

ABSENT:

Commissioner Eugene Cooper

ALSO PRESENT:

Mr. William Jones, Interim Executive Director
Mr. Wilbert Gill, Acting Comptroller
Mr. Gerald Anderson, Mod Coordinator
Ms. Kassem Jones, Project Manager
Ms. Denise Simmons, Sr. Housing Asst. Technician
Ms. Elena Coley, FSS Coordinator
Mr. Anthony Giampaolo, CPA
Mr. Ronald Hunt, Esq., Legal Counsel

PUBLIC NOTICE OF REGULAR MEETING

**TO: BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE
CITY OF EAST ORANGE, CITY CLERK OF EAST ORANGE, EAST
ORANGE RECORD AND NEWARK STAR LEDGER**

Notice is hereby given pursuant to the Open Public Meetings Act, that a Regular Meeting of the Board of Commissioners of the Housing Authority of the City of East Orange, will be held on Tuesday, October 9, 2012, at 7:00 p.m. At 160 Halsted Street, East Orange, New Jersey for the purpose of acting upon:

**2012-60 AUTHORIZING OR RATIFYING PAYMENT OF THE BILL
LIST FOR EH MONTHS OF SEPTEMBER THROUGH
OCTOBER 2012**

**2012-61 RESOLUTION AWARDING A CONTRACT TO TM BRENNAN
CONTRACTORS, INC. FOR BOILER/HOT WATER SERVICE
AND REPAIR CONTRACT AT VISTA VILLAGE AND
CONCORD TOWERS**

2012-62 LOCAL FINANCE BOARD SUBMISSION

**2012-63 RESOLUTION AUTHORIZING THE HOUSING AUTHORITY
TO CHANGE THE FAIR MARKET RENTS FOR THE
HOUSING CHOICE VOUCHER PROGRAM**

**2012-64 RESOLUTION TO RESCIND RESOLUTION NO. 2012-54,
DATED SEPTEMBER 11, 2012 ENTITLED RESOLUTION
AWARDING A CONTRACT TO ELEVATOR MAINTENANCE
CORP. FOR ELEVATOR MAINTENANCE SERVICES**

**2012-65 RESOLUTION AWARDING A CONTRACT TO UNITED
STATES ELEVATOR, INC., FOR ELEVATOR
MAINTENANCE SERVICES**

2012-66 RESOLUTION TO PROCURE A TRAVEL CHARGE CARD FOR

HOUSING AUTHORITY OF THE CITY OF EAST ORANGE

**2012-67 2013 EAST ORANGE HOUSING AUTHORITY BUDGET
RESOLUTION**

And for the purpose of transacting any other business related hereto or which may properly come before each meeting.

1. OPEN PUBLIC MEETING ACT and ROLL CALL

PRESENT:

Chairperson Wanda Watson
Commissioner Walter Lewis Waters
Commissioner Keely Freeman
Commissioner Ted Green
Commissioner Fred Shaw
Commissioner W.G. Harris

ABSENT:

Commissioner Eugene Cooper

ALSO PRESENT:

Mr. William Jones, Interim Executive Director
Mr. Wilbert Gill, Acting Comptroller
Mr. Gerald Anderson, Mod Coordinator
Ms. Kassem Jones, Property Housing Manager
Ms. Denise Simmons, Sr. Housing Asst. Technician
Ms. Elena Coley, FSS Coordinator
Mr. Ronald Hunt, Esq., Legal Counsel

2. MINUTES

MOTION: Commissioner Green moved to approve the minutes of the previous meetings in August of 2012. Commissioner Waters seconded. There were no questions.

Commissioner Harris noted that he should be "excused" in the minutes rather than "absent". Also his name should be designated as "W.G. Harris".

ROLL CALL:

Ayes: Harris, Waters, Green, Shaw, Freeman,

Watson.
Nays: None.
Abstentions: None.

The motion carried 6-0-0.

3. APPROVAL OF THE BILLS

MOTION: Commissioner Green moved to approve the payment of bills. Commissioner Shaw seconded.

Commissioner Watson asked about the payroll cost list. Mr. Gill responded the reporting is new. There was further discussion regarding invasion of privacy regarding payment of bills.

ROLL CALL:

Ayes: Harris, Green, Waters, Shaw, Freeman,
Watson.
Nays: None.
Abstentions: None.

The motion carried 6-0-0.

4. VISITORS

Peggy Pierre-Gill, Apt 8-C, asked who is running Concord Towers. Ms. Jones responded Ms. Moore runs the building on a day-to-day basis.

Thomas Jones, Apt. 3-C, asked about safety locks inside the units, while a tenant is inside the apartment; bedbugs and spraying the entire building; an exercise room and computer room; bus rides to the movies; vans for trips; protection for

cars in the parking lot. Ms. Kaseema Jones responded to all of Mr. Jones concerns. Mr. William Jones responded there is a new program to be instituted with the Ross Grant which will benefit the tenants.

Harry Baker, Apt. 4-G, President of the Concord Towers Residents Association, explained the meetings of the Residents Association.

Minnie Hunt, Apt. 4-E, asked about the trees in the parking lot and problems with the birds defecating on her car.

Audrey Williams, stated there were items stolen from her apartment. Ms. Jones responded she is aware that a police report was filled out which she received two days ago.

Anthony Giampaolo, CPA, addressed the board regarding the audit. Commissioner Freeman asked about the Operating and Section 8 Reserves and that she had trouble finding them in the audit report. Mr. Giampaolo explained where those items are in the report.

5. REPORTS

COMMITTEE REPORTS

FINANCE: There was no report. Commissioner Freeman stated the Finance Committee met. There is a travel card and employees don't have to pay out-of-pocket for purchases made on the behalf of the EOHA.

BUILDINGS & GROUNDS: There was no report.

REAL ESTATE DEVELOPMENT: There was no report.

BY-LAWS & PROCUREMENT: There was no report.

PERSONNEL: There was no report. Commissioner Green stated there was a meeting two weeks ago. Those matters will be discussed in Executive Session.

FSS (Ms. Coley)

The report stood. Ms. Coley thanked the Commissioners for taking on the Ross Grant venture.

MODERNIZATION (Mr. Anderson)

The report stood. Mr. Anderson highlighted his report. He added information regarding the process of the window installation and boiler maintenance at the resident sites; there is an RFP for a physical needs assessment.

Regarding the property at 168 Halsted the sellers attorney asked for a 30 day extension for closing. Regarding 156 Halsted there are some contracts pending on the property. The comparables on the property came back at approximately \$152,000.

PROPERTY MANAGER (Ms. Kaseema Jones)

The report stood. Ms. Jones highlighted portions of her report.

SECTION 8 (Ms. Kaseema Jones)

The report stood.

LEGAL REPORT (Board Attorneys)

Report was held for closed session.

EXECUTIVE DIRECTOR'S REPORT

The report stood. Mr. Jones explained the PHAS score, which was 84 out of 100. Last year the score was 81 out of 100. Anything over 60 is passing.

COMPTROLLER'S REPORT (Mr. Gill)

The report stood. Mr. Gill added the budget must be submitted to the state, which is included in the package. Mr. Gill highlighted and explained other portions of his report.

6. OLD BUSINESS

There was no Old Business.

7. NEW BUSINESS

There was no New Business.

8. RESOLUTIONS

2012-61 RESOLUTION AWARDING A CONTRACT TO TM BRENNAN CONTRACTORS, INC. FOR BOILER/HOT WATER SERVICE AND REPAIR CONTRACT AT VISTA VILLAGE AND CONCORD TOWERS

Chairperson Watson moved to approve.
Commissioner Waters seconded. There were no
questions.

ROLL CALL:

Ayes: Harris, Green, Waters, Shaw, Freeman,
Watson.
Nays: None.
Abstentions: None.

The motion carried 6-0-0.

2012-62 LOCAL FINANCE BOARD SUBMISSION

Commissioner Freeman moved to approve.
Commissioner Shaw seconded. There were no
questions.

ROLL CALL:

Ayes: Harris, Green, Waters, Shaw, Freeman,
Watson.
Nays: None.
Abstentions: None.

The motion carried 6-0-0.

**2012-63 RESOLUTION AUTHORIZING THE HOUSING
AUTHORITY TO CHANGE THE FAIR MARKET RENTS
FOR THE HOUSING CHOICE VOUCHER PROGRAM**

Commissioner Freeman moved to approve.
Commissioner Waters seconded. There were no
questions.

ROLL CALL:

Ayes: Harris, Green, Waters, Shaw, Freeman,
Watson.

Nays: None.

Abstentions: None.

The motion carried 6-0-0.

**2012-64 RESOLUTION TO RESCIND RESOLUTION NO. 2012-
54, DATED SEPTEMBER 11, 2012 ENTITLED
RESOLUTION AWARDING A CONTRACT TO ELEVATOR
MAINTENANCE CORP. FOR ELEVATOR MAINTENANCE
SERVICES**

Commissioner Waters Watson moved to
approve. Commissioner Harris seconded.

Commissioner Green asked for ventilation
to be put in the elevator and for it to be
upgraded. Mr. Anderson said he will look into
modifying the current elevator.

ROLL CALL:

Ayes: Harris, Green, Waters, Shaw, Freeman,
Watson.

Nays: None.
Abstentions: None.

The motion carried 6-0-0.

**2012-65 RESOLUTION AWARDING A CONTRACT TO UNITED
STATES ELEVATOR, INC., FOR ELEVATOR
MAINTENANCE SERVICES**

Commissioner Waters moved to approve.
Commissioner Shaw seconded.

Commissioner Harris asked was this company
the best; and is the recommendation only for
the cheapest. Mr. Anderson responded
regarding the bid process and why the vendor
was chosen.

ROLL CALL:

Ayes: Harris, Green, Waters, Shaw, Freeman,
Watson.
Nays: None.
Abstentions: None.

The motion carried 6-0-0.

**2012-66 RESOLUTION TO PROCURE A TRAVEL CHARGE CARD
FOR HOUSING AUTHORITY OF THE CITY OF EAST
ORANGE**

Commissioner Waters moved to approve.
Commissioner Harris seconded. There were no
questions.

ROLL CALL:

Ayes: Harris, Green, Waters, Shaw, Freeman,
Watson.

Nays: None.

Abstentions: None.

The motion carried 6-0-0.

**2012-67 2013 EAST ORANGE HOUSING AUTHORITY BUDGET
RESOLUTION**

Commissioner Freeman moved to approve.
Commissioner Waters seconded. There were no
questions.

ROLL CALL:

Ayes: Harris, Green, Waters, Shaw, Freeman,
Watson.

Nays: None.

Abstentions: None.

The motion carried 6-0-0.

9. EXECUTIVE SESSION

The following statement was read prior to
Executive Session...

BE IT HEREBY RESOLVED that, pursuant to Chapter
231, P.L., 1975 of the laws of the State of New
Jersey, the "Open Public Meeting Act", the East
Orange Housing Authority meets in closed session
for the purpose of matters of confidentiality and
attorney/client privilege. It is expected that the

matters discussed in this closed session can be made public at the time that the need for confidentiality no longer exists.

Commissioner Waters moved to go into Executive Session to discuss confidential personnel, contract and litigation issues. Commissioner Freeman seconded. There were no questions.

ROLL CALL:

Ayes: Shaw, Green, Freeman, Waters, Harris,
Watson.

Nays: None.

Abstentions: None.

The motion carried 6-0-0. The Commissioners went into Executive Session at 8:53 PM.

MOTION: Commissioner Green moved to return to open session, after discussing personnel and litigation matters. Commissioner Waters seconded. There were no questions.

ROLL CALL:

Ayes: Shaw, Green, Freeman, Waters, Watson.

Nays: None.

Abstentions: None.

The motion carried 5-0-0. The Commissioners returned to open session at 9:23 PM.

10. RESOLUTIONS

MOTION: Commissioner Waters moved to change the November meeting date from November 13, 2012 to

November 20, 2012. Commissioner Green seconded.
There were no questions.

ROLL CALL:

Ayes: Harris, Shaw, Green, Freeman, Waters,
Watson.

Nays: None.

Abstentions: None.

The motion carried 6-0-0.

11. ADJOURNMENT

MOTION: Commissioner Green moved to adjourn.
Commissioner Waters seconded. There were no
questions.

By unanimous acclamation, the meeting was
adjourned at 9:26 PM.

MINUTES OF AN EXECUTIVE SESSION MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON OCTOBER 9, 2012 AT 210 NORTH GROVE STREET, EAST ORANGE, NEW JERSEY.

1. ROLL CALL

The Executive Session meeting was called to order at 8:53 PM by Chairperson Wanda Watson.

PRESENT:

Chairperson Wanda Watson
Commissioner Walter Lewis Waters
Commissioner Ted Green
Commissioner W.G. Harris
Commissioner Keely Freeman
Commissioner Fred Shaw

ABSENT:

Commissioner Eugene Cooper

ALSO PRESENT:

Mr. William Jones, Interim Executive Director
Mr. Wilbert Gill, Acting Comptroller

2. OPEN DISCUSSION

There was discussion regarding \$27,000 taken by Wells Fargo from the EOHA. The attorneys drafted a letter asking for an explanation. Mr. Hunt suggested asking for a meeting with the bank.

There was discussion regarding Kuzuri Kijiji and the EOHA taking over the property. The Board of Directors wants out of the property.

Mr. Jones addressed the issue of employees being

harassed by Commissioners.

3. ADJOURNMENT

The Executive Session was adjourned at 9:23 pm.