

MINUTES OF REGULAR MEETING

HOUSING AUTHORITY OF THE TOWN OF MORRISTOWN

The Board of Commissioners of the Housing Authority of the town of Morristown met in Regular Session at 23 Clyde Potts Drive, Morristown, New Jersey, at 6:00PM on February 25, 2013. Vice Chairperson Michael Cherello declaring a quorum present; read the Sunshine Law and called the meeting to order. Upon roll call, the following were present and absent:

PRESENT: Commissioner, Michael Cherello
Commissioner, Frank Vitolo
Commissioner, Dorothy Holman
Commissioner, Edward Ramirez
Commissioner, Sharon Rudolph

ABSENT: Chairperson, Vera White
Commissioner, Mary Dougherty

ADMINISTRATION PRESENT:

Leanora Gross, Acting Executive Director
Cynthia Sargent, Project Manager/Family

OTHERS PRESENT

Joseph Manfredi, Esq
Raline Smith-Reid, Liason

PUBLIC COMMENT

No one present for public comment

MINUTES

February 25, 2013 a motion to approve was made by Frank Vitolo second by Dorothy Holman. The motion was approved on a unanimous roll call.

EXECUTIVE DIRECTOR REPORT

Acting Executive Director, Leanora Gross reported: Currently there are 6 vacancies project wide. There are two scheduled move-ins for March. We are currently at a 93% utilization rate for our Voucher Program. There were no new vouchers issued within the past month. There were a total of 314 work orders for the month of January. All were completed well within the PHAS guidelines. In modernization, the roof replacement project at 39 Early Street is 100% complete. There was no finance committee meeting.

COMMITTEE REPORTS

SENIOR ADVISORY BOARD – No Meeting

BUILDINGS AND GROUNDS COMMITTEE – No Meeting

PERSONNEL COMMITTEE – No Meeting

FINANCE COMMITTEE – No Meeting

Leanora Gross – I like to say to Commissioner Ramirez, I have not gotten in touch with you regarding the cameras at 29 Ann Street because they are not complete. The job will be complete sometime this week. I will get back to you.

Commissioner Ramirez – Yeah they will be recording for how long

Leanora Gross – Thirty days

Commissioner Cherello – I get the notion that they are sensor activated

Leanora Gross – Yes

Michael Cherello – I think at the end of those thirty days if there is no questions, we are going to record right over it

Leanora Gross – Yes

Commissioner Ramirez – Unless (Incomprehensive recording)

Commissioner Cherello – Unless something come up

Leanora Gross - Right

Commissioner Cherello – Then you will always have a thirty day period to go back to review then, correct

Commissioner Ramirez – Then the only time you would ever look at it if there was an incident. It would be the next day or the next day like that that you would look at it

Commissioner Holman – So basically Ms. Gross it's going to be the same as it is in 31 and 39

Leanora Gross – That correct

OLD BUSINESS

Commissioner Vitolo – I like to, cause, I raise this at the last session. Our search for a new Executive Director I was wondering if council can address for us exactly what we have in place now and what the difference between what we have in place with Lee and what the position we're trying to fill

Joseph Manfredi – As you know Ms. Sally under the law was certified Executive Director ultimately the law does require us to have a permanent Director who hold a certifications (Incomprehensive recording) someone who has that certification. What we have now (Incomprehensive recording) allow during the transitional stage if Ms. Gross is appointed by the board as the Acting Director ultimately we need to get to a point where we have a State Certified Executive Director in place and we need to report that (Incomprehensive recording) to HUD and the state Department of Community Affairs (Incomprehensive report) the law says that we must have a permanent Director a certified Director.

Commissioner Vitolo – I raise that because as I said to the chairwomen last meeting I am a little concern that we are not doing much in connection to the search and I think we should get back on it. I don't know where Ms. White is with that process but I think we should get moving again and start looking for candidates because as we know it take several months process maybe by next weekend if the next meeting we can put that on the agenda or make it a priority to re jump start the process again we are in March already so we looking to maybe the end of the summer maybe we have another chance at this I think we should start as soon as possible

Commissioner Holman – I like to put a motion on the floor that we hold that until the next meeting until the chairperson is here so it can be acted on accordingly

Commissioner Cherello – Was that a motion Frank

Commissioner Vitolo – No

Commissioner Cherello – There was no motion but I agree with you the chairperson Vera her sister passed away that's why she's not here. It's (Incomprehensive recording) in this situation I think we should wait for her however I do agree that now it's my understanding it was suppose to be the government wanted us to take a six months step back. Is that correct

Joseph Manfredi – Well the consultant said which I highly recommend (recording Incomprehensive) doing a search like we have and you considering if you considering to a similar type advertisement that he recommended we wait six months because what would happen we would just get the same applicants. (Incomprehensive recording) we had to do a national advertisement because the law mandates if you have over three hundred units and you

seek to hire an Executive Director you must do a nation advertisement you have to actually put the ad in the journal of national circulation, you've done that it would be up to the board to discretion now as to whether you want to use the list re advertise or use some other type of approach I think that is something if you wanted to ask Mr. Graham (Incomprehensive recording) but it did not come from HUD

Commissioner Cherello – Okay

Commissioner Vitolo – I wasn't making a motion (Incomprehensive recording) I was just saying that at our next meeting I think we should put something on the agenda to discuss restarting the process I am not asking that we do anything right now

Commissioner Cherello – I tend to agree with that. I know perhaps everybody need to think about how we want to do this I know myself I would like for us to meet as a group other than on this night and hash out just what we want to do where we want to go cause I ask Joe do we have to go through the whole process again can we pick up on that list cause we had some candidate on that list we had some interest in so we revisit that list. I had some questions but we as a group have to decide what to do

Commissioner Holman – I agree and that why I said I think it should be out of respect that this should not discussed until the chairperson is here

Commissioner Cherello – Absolutely, I agree

Commissioner Holman - She's not here because she had death in her family she lost her sister I don't think it respectful for us to

Commissioner Cherello – I certainly agree 100% not to do anything out of respect I just mention that it time to get the process going again I don't think it going too far so everybody can discuss that then we will come back next month and have some ideas on how we want to proceed

Commissioner Vitolo – I think that is a really good idea to have a working session like that

Commissioner Cherello – Again that up to and we will present that to the Chair and if she think that a good idea doesn't hurt to think about it and the coming month

Commissioner Ramirez – It's good to know (Incomprehensive recording) the rest of us think it's a good idea

Commissioner Cherello – Oh yeah (Incomprehensive recording)

Commissioner Holman – We all think (Incomprehensive recording) out of respect

Commissioner Ramirez – I am not saying we should do anything today. I just saying the chair only has one vote.

(Incomprehensive recording & various unidentified speakers)

Commissioner Cherello – I think our vote should be in the best interest of the Authority

Commissioner Holman – Exactly, we need to respect the chair, who’s not present at the time

(Incomprehensive recording & various unidentified speakers)

Commissioner Vitolo – There’s a motion on the table

(Incomprehensive recording & various unidentified speakers)

Commissioner Cherello – Do I have a second on the motion not to take any action tonight

Commissioner Vitolo – I’ll second that motion

Commissioner Rudolph – I’m sorry a motion to what

Commissioner Cherello – to not take any formal action tonight on moving forward on our search for the Executive Director

Commissioner Vitolo – I will second that because I wasn’t suggesting that

Commissioner Cherello – I second that motion that we don’t take any formal action tonight

SCHEDULE OF BILLS

A motion to approve was made by Commissioner Ramirez and seconded by Commissioner Vitolo. The motion was approved on a unanimous roll call

RESOLUTIONS

2013-03

RESOLUTION APPROVING AND AUTHORIZING THE PROMOTION OF CYNTHIA SARGENT TO THE POSITION OF AMP MANAGER. A motion to approve was made by Commissioner Holman and second by Commissioner Rudolph. Commissioner Ramirez – I would like to discuss this. Joseph Manfredi – this is a personnel issue we are to discuss adjourn in close session it's a personnel issue. Commissioner Cherello – okay, it's a personnel issue let me ask. Let me ask this question Joe you mentioned you had another personnel matter Joseph Manfredi – another personnel matter to update the board on so when its adjourn at the board convenience to close if you want to pass the agenda then go to close (Incomprehensive recording) Commissioner Ramirez – I'm not going to ask any questions (Incomprehensive recording) I'm going to make a statement which is public record already we just laid off two people here and now we are promoting another person and giving them a ten thousand dollar raise and you don't give us any information on what their salary is now so I think we should (Incomprehensive recording) because we laid people off people was laid off their gone their no longer making a salary almost the day after we had this layoff now we going to promote somebody and give them a ten thousand dollar increase I think is inappropriate at this time especially give the financial position of the authority Commissioner Vitolo – this is not a discussion it was an statement if we want to have a discussion we have to go into close session. (Incomprehensive recording) Commissioner Vitolo – I agree but we can't have a discussion about a personnel matter that could turn into something that we should be doing in public so if it's a statement fine if you want to have a discussion that's fine too but we have to do that in close session. Commissioner Ramirez – Whatever has to be done, lets just do it. Do you think it's inappropriate we're in public session I move we go into private session Commissioner Cherello – Okay fine Commission Vitolo second the motion Commissioner Cherello – We are going to go into private session on resolution 2012-03 and if it's alright with the board we have another personnel matter will do that at the end of the meeting and then we will reconvene and vote on this in the public session because it has to be done in the public, okay everybody agree with that, okay

2012-04 RESOLUTION APPROVING AND AUTHORIZING AN INCREASE OF THE MILEAGE REIMBURSEMENT RATE. A motion to approve was made by Commissioner Ramirez and seconded by Commissioner Holman. Commissioner Ramirez – I just have one question Leanora is that the new IRS State number Leanora Gross – Yes. The motion was approved on a unanimous roll call.

NEW BUISNESS

Commissioner Vitolo – I have just one question for the board sense I am fairly new with the political season coming and mayoral and council election next year I just wanted to know is there a statement of policy or something that we ever prepared that we could provide to the political groups about campaigning on the housing authority premises and things like that is there a policy I am asking in part because (Incomprehensive recording) I want to make sure that everyone know the rules

Joseph Manfredi – We (Incomprehensive recording) we don't have a written policy but we have had instance throughout the years where political parties have sort to either use our premises or head into units and when that occurred we always provide them consistent with HUD mandates that we are a federal (Incomprehensive recording) activity on public housing property We basically handle it case by case bases to date. I don't believe we have a written separate policy (Incomprehensive recording)

Commissioner Vitolo – There is one

Commissioner Ramirez – Yeah, HUD states that you can't have any political activities on the property we've had them here but they were meetings they had to be open and they weren't open people would excluded council women here was one of them they tried to exclude we have to be very carefully about how this is conducted. What happened in the past was at the meeting and people was excluded if that happens again I am going to inspector general (Incomprehensive report) and bring it to his attention just making everyone aware of it. You cannot have that kind of thing happens here it taints the authority. And we don't need that.

Commissioner Cherello – If you are concerned about that just bring it up and make it a policy now you don't do it that way we don't have to deal with it after the fact

Commissioner Vitolo – Yeah and even if you had a cheat sheet you can hand out if someone goes to Lee and say what is the rule I want to campaign at Manahan Village she say well here is a copy of the HUD rule or here's

Commissioner Cherello – Well we are at a difference here it's one thing campaigning as individual and another thing having the housing authority being put I will say anyone have the right to knock on doors that's running for office I mean that's totally different then this room being used

Commissioner Ramirez – A commissioner walking a person around door to door with a candidate is inappropriate

Commissioner Cherello – Well you can't do it you can't do it

Joseph Manfredi – (Incomprehensive recording) on Ann Street, Manahan Village is different because it's like going door to door so to speak but a policy would certainly clarify that we always provide people with the hud rules and they have always been very strict and we want to make sure we are in compliance with the hud regulations

Commissioner Cherello – Joe is it possible for our next meeting you can pull up those rules and then we could give them to everyone and then we can have a discussion on that

Commissioner Holman – So are you saying you can't put political advertisements in the buildings at all

Commissioner – Cherello – Again I am not sure because I don't think we have right to tell a candidate they can't campaign but we do have certain things we have to follow

Commissioner Holman – But you can't literature in the buildings what do you do with US mail because you Frank you ran you had a mailing that went out in the mail. (Incomprehensive recording) went out in the mail so it still going it's still political and still going to do what you doing so

Joseph Manfredi – I am sorry commissioner, if someone were to come in here and want to put a flyer on the board that's one thing you can mail whatever you wish or slip under the doors something that you want to that's permitted what you couldn't do is have meeting and say I'm running for office let use the conference room at Ann Street and I will answer your questions that you can't do likewise people wanting to enter Ann Street and say I like to go in and talk to people in there that's not permitted. I think I can help the Board if I bring the policy

SECOND PUBLIC COMMENT

No public present

Raline Smith-Reid – (Incomprehensive recording) housing authority property and of cause housing authority is in my (Incomprehensive recording) I go knocking on doors here at the Morristown Housing Authority and talk to my constituent and as for their votes (Incomprehensive recording) based on (Incomprehensive recording) one would question (Incomprehensive recording) entertaining party for having a political party with in the building of the Morristown Housing Authority whether or not that (Incomprehensive recording)

Commissioner Cherello - Like a meet and greet, again that's a good point

Joseph Manfredi – When you use your apartment that like your home you have the same rights so if a resident want to have something political in their home (Incomprehensive recording)

Raline Smith-Reid – and the grounds are (Incomprehensive recording)

Joseph Manfredi – For having a political event on the grounds. When you say grounds what do you mean You mean these HUD building

Raline Smith-Reid – Outside your home

Joseph Manfredi – It would be the same rules that would govern (Incomprehensive recording) is that what you mean, off site or you mean like inside the premises

Raline Smith-Reid – like outside, back yards on the grounds, common areas

Joseph Manfredi – No, you can't use common areas. Then again instead of going over it, once I get to the board the whole package then they can go over it in close session and the board would be at liberty to know what the rules are

Commissioner Cherello – Then at that time Ralene once we get it straight ourselves we (Incomprehensive recording) counsel so everyone is playing by the same rules

Raline Smith-Reid – (Incomprehensive recording) Manahan Village as far as the meeting that was set up I believe that Commissioner White and (Incomprehensive recording) regards to the speed bumps with in this facility for traffic(Incomprehensive Recording) Clyde Potts Drive so really at that point although it was (Incomprehensive recording) but that more of directed about

the street, a meeting with my constituent base on the need of the community as far as traffic and speed within the Clyde Potts Drive I just wanted to make sure that record was straight
Commissioner Cherello – That was part of a head scratcher I could not figure out why there would be a meeting on a subject like that and you wouldn't have council and council person

Raline Smith-Reid – But that (Incomprehensive recording) whoever it is don't want me on record other than that I just wanted to mention that because it (Incomprehensive recording) Caldwell Play Ground may be you don't know they are reconstructing the pool and while they are reconstructing the pool at Caldwell playground they are adding three water features (Incomprehensive recording) It's not going to be at the park it's going to be (Incomprehensive recording) as well as the plumbing and the pumps that keep pool going they are moving them they hook them up a little higher that will begin so hopefully it would be above the flood line so we don't have to continually purchase new pumps and pool equipment for the pool so that the Mayor is hoping this will be done one memorial weekend of this year. I just want to mention that. there were some concerns whether or not we should rebuild the pool or we should just do some work there were some residents that lived in Manahan Village that felt we didn't want the pool and there were some residents that did want the pool back quite frankly this is where I learned to swim right there at Caldwell pool so something special to me and other people in the community but with that said (Incomprehensive recording)

Commissioner Cherello - I can see the equipment is out there so. I just want to make note of one thing before we go into close session is got our new score from our reevaluation and we are no longer in trouble and hopefully we move back up to high performer instead of standard performer we need a score of 92 in order to get to that we are at 85. I don't think we could have got back to high performer the way things are set up the way the rules are set up anyway so hopefully we are back on track.

Commissioner Vitolo – Good job Lee

Commissioner Cherello at this time we are going into close session.

CLOSED SESSION

At 6:31PM a motion to convene to closed session by Commissioner Ramirez and seconded by Commissioner Rudolph. The motion was approved on a unanimous roll call

MOTION TO RE-OPEN TO PUBLIC MADE BY: Incomprehensive recording

MOTION SECONDED BY:
recording

Incomprehensive

ADJOURNMENT

At 7:09PM a motion to adjourn was made by Commissioner Vitolo and seconded by Commissioner Ramirez.

Respectfully Submitted,

Leanora Gross
Acting Executive Director

**AN ORIGINAL RECORDING OF THIS MEETING IS ON FILE AT THE HOUSING
AUTHORITY OF THE TOWN OF MORRISTOWN, 31 EARLY STREET,
MORRISTOWN, NEW JERSEY**