MORRISTOWN HOUSING AUTHORITY
BOARD OF COMMISSIONERS
39 Early Street
Morristown, NJ 07960
Monday, August 27, 2018
Commencing at 6:00 P.M.

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TRANSCRIPT
RE: Open Public Meeting
OF THE
PROCEEDINGS
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MEMBERS PRESENT:
MAUREEN DENMAN, Chairwoman
ANGEL VEGA, Vice-Chairman
MICHAEL SCHMIDT, Commissioner
MIRIAM BANKS, Commissioner
ALTON ROBINSON, Commissioner

ALSO PRESENT:
KEITH KINARD, Executive Director
DOUGLAS PRIESTER, Director of Operations
NICOLE PARSONS, Administrative Specialist
JEAN WASHINGTON, Accounts Manager
HILIARI DAVIS, Councilwoman

APPEARANCES:
JOSEPH MANFREDI & ASSOCIATES, P.C.
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Hoboken, New Jersey 07030
BY: JOSEPH MANFREDI, ESQ.
Attorney for the Morristown Housing Authority

REPORTED BY BETH A. BENSON, Certified Court Reporter

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CHAIRWOMAN DENMAN: I, Maureen Denman, chairwoman of the Board of Commissioners of the Housing Authority of the Town of Morristown and presiding officer at this meeting do hereby state it is now 6:10 in the evening on August 27, 2018, and we are convening at 39 Early Street, Morristown, New Jersey, and do hereby announce publicly that proper notice of this regular meeting has been provided in accordance with New Jersey Open Public Meetings Act.

MR. KINARD: Roll call.

(Whereupon, roll call was taken with all members noted being present.)

CHAIRWOMAN DENMAN: We will stand for the Pledge of Allegiance.

(Flag was saluted.)

CHAIRWOMAN DENMAN: Can I get a motion to approve the minutes for last month's meeting?

COMMISSIONER ROBINSON: I'll make a motion.

COMMISSIONER SCHMIDT: I'll second it.

(Whereupon, roll call was taken with all members voting in favor.)

CHAIRWOMAN DENMAN: Executive report, Mr. Kinard?
MR. KINARD: Absolutely. So I'll just start out with first of all saying good evening to everybody. I'll start out with a few capital work updates. Some of these are continuations, a couple of these are continuations from last month.

You'll notice in the package there are some attachments or inclusions, and you'll see some pictures, but the first one is steps and retaining walls at Manahan Village. As was reported during the July board meeting, significant step deterioration and retaining wall work was persistent throughout the site. This work is now being completed. We're about two and a half weeks into a six-week process to complete that, and should be fully resolved within that time period. You'll see some of the before and afters of the work that Victory Craft Construction has completed to date. I think they're doing a fine job. And we're really getting rid of the brick that was bulging out. We're putting cast concrete in place of that.

CHAIRWOMAN DENMAN: Night and day.

Amazing.

MR. KINARD: It's definitely getting
One of my favorite topics is parking and parking construction, so at least buildings 31 and 39, we are just about complete. We need to round off or square off a space in 39 here. The space is already there but we want to take a tree out that sits over the top of that space and square it off a little more. But the new spaces that have been created between 31 and now 39, if you're in 39 and you go against the back fence you'll see there's a number of new spaces that were created. It essentially has allowed us to eliminate the waiting list for parking in all our senior buildings along with moving some of the staff to park elsewhere. And I think it's reduced the stress level of the residents as a result of doing that.

We also replaced a roof of a building at 8 Flagler as a result of significant damage that was caused by the storm. The storm actually, I don't know if it was just a roof was bad or if it was also backup from the gutter, but the water came in almost in a waterfall effect, but we were able to get in there, replace the roof, take care of the issues with
the apartment.

We're now looking to clean all the gutters and downspouts in Manahan Village. We're hoping that will be a September issue. And we're looking to also cap the gutters so that we can avoid all the cleaning, continual cleaning from the leaves that fall.

Buildings 29, 31 and 39 have been plagued with excessive fire general alarm for more than a decade now. A recent analysis showed us we had 22 false fire alarms in 30 days during the month of June. And every one of those 22 fire alarms that went off required the fire department to come to the facilities. It's really a difficult situation for the residents to live through. I noticed it firsthand because our offices are in 31, and it was constantly going out. So I immediately had the company come, Haig, and assess the system, the panels and smoke heads. They did do that. They also updated the software which was one of the biggest issues was our software, it was actually so outdated. They found that the smoke heads were not in terrible condition. It was not the smokes heads, it was a combination of the
software being so outdated and the way our system is set up.

So if you think of a hotel, most apartment buildings like the Modera, the local and the general alarm system is not connected. So it's like our homes. If the kitchen sets off the fire alarm in our home it doesn't alert the fire department. We're given an opportunity to open some windows, clean it up. If it persists, maybe sets off two alarms, depending how you have it, or in these situations goes under the door and sets off the hallway alarm, then the general alarm goes off and the entire building is notified. Our system is set up differently, our system is set up where it's all on a general fire alarm system. So if I'm boiling some eggs and I happen to burn it a little bit and my smoke detector goes off, there's no second smoke detector or hallway, the whole building is notified, and the fire department is notified also.

So that was something that was a setup issue that was done many, many years ago when this system was set up. It's something that we're looking to get away from. We're looking
for a proposal from Haig now to disconnect, but
also we've got to sit down and talk to the fire
department, because even though this is what I'm
told the Modera and everybody else has, we want
to make sure everyone is okay with it. I'm sure
the department is tired of coming to our
buildings nearly once a day for false alarms.
And so this is something that we're really
looking to deal with as we speak.

Another issue that's a quality of life
issue is the garbage shoot abuse in largely the
senior buildings. A major contributor to the
pest issue that we have is the rodents and the
roaches in our buildings stems from the garbage
shoot abuse. And on a regular basis we've got
unbagged food that's dropped down the garbage
shoot.

If you look in your package you'll see
some color pictures taken not too long ago.
These are actual pictures at the bottom of the
garbage shoots. And when you open the garbage
shoot in the morning, there are hundreds of
roaches just go running every which direction
you can imagine. They're using the garbage
shoot as a transportation up into the upper
areas, and then they get into the hallways and into the units, and that just is what it is. Some residents also leave bags because they're only pretty much 12 by 12 holes in the garbage shoot, so some residents are just dumping empty plates of food in, and other residents are dumping bags that aren't even attached well or small in, and when they can't fit that in they just leave the garbage in the closet. This is causing significant problems.

One of the things I want to do is I want to shut the garbage shoots down for an entire commercial cleaning from top to bottom, outside company, and extermination, and then we need to do an education program with the residents in terms of proper use of the garbage shoots, along with placing a camera, small camera in each one of the garbage shoot closets so we can do some real enforcement. It's one thing residents asking me, why don't we stop these people from doing that. It's not like we are standing in the hallway in the evenings. We're also seeing it with some of the nurses aids that are taking the garbage out for the residents, and instead of going out to the
dumpster they're just going to the garbage shoot and leaving bags of all kinds of stuff.

Just in the time I have been here in three months there was a giant, a big tortoise down in the garbage shoot, literally this big, and at the bottom of the garbage shoot, all kinds of things, underwear, diapers, everything you can imagine just dropped straight down this garbage shoot. It's something we have got to address if we're really serious, which I know we are obviously.

One of the issues we have is the amount of money we're spending on extermination. Exterminators basically live here. Cavanaugh, they're here every day just re-exterminating and doing this star pattern thing they do for bed bugs. But they're here every day. And we're just spraying for the sake of spraying as long as we keep feeding the rodents and pests.

Pre-REAC inspections occurred this past month. We had a company in here that did pre-REAC. They noted all our deficiencies. The problem with -- and you'll see really just one picture I wanted you to see, is a hole in the floor of one of the units. It was a hole that
stemmed from an air conditioner leaking water
and the floor rotting, and got a big hole in the
floor. But there's a whole host of issues you
get from REAC, small to large, across the board.
The problem we have, there's not a lot of time
between pre-REAC, which just occurred this
month, and HUD REAC, which will occur towards
the end of October, early November. Correct,
Douglas?

MR. PRIESTER: Correct.

MR. KINARD: So we don't have much time
to deal with a lot of deficiencies. We can deal
with higher level deficiency, but not a lot of
the minor deficiencies. REAC doesn't take long
to get your score beat up by a bunch of site
level deficiencies that need to be taken care
of. So we are attacking some of the bigger
stuff, like the hole as we speak right now.
That hole is already covered and will be redone
shortly. But I don't think we're going to see a
significant REAC bump until probably our next
go-around, because we're going to need a
strategic plan to deal with a good six to eight
months worth of real issues. I'm seeing too
many site conditions that we will be dealing
with over a period of time, and there's no way to rush through it in 30 days and get there.

I also want to note, may or may not be -- I think I see Mr. Harris and Mr. Jones, if you gentlemen would stand up. We hired two part-time Section Three workers. They've been working very diligently on landscaping and building work throughout the community. They're supervised right now by Mr. Terry Findley who's on the staff. They're doing a fine job. Every day -- they have showed up to work every day, they're working hard every day and setting a good example. Wherever we put them they're getting it done. And if we have to get back out there and do it again they'll do it again. But I just wanted to introduce the board to our latest hires.

We have the senior WISE program which is a Wellness Initiative For Senior Education. I know they're not here, I forgot to invite them. But we just completed a six-week free program for seniors at building 31. This group was referred to me by Commissioner Robinson, and they turned out to be just absolutely phenomenal. They sit down with the seniors in
the morning, they provide free breakfast, they
talk about everything from the whole aging
process to medicine management, the effects of
alcohol and over-the-counter medications. The
seniors just absolutely love it. The only
problem is it's six weeks long, and it was in
building 31. They're going to be starting here
in building 39 at the end of September. You can
see the flyer in your package. We will be
getting that flyer out next week. But from
September 29th through October 24th they'll be
doing that here, and then they'll roll over to
Ann Street after that and do it. And it really
has been a wonderful program.

CHAIRWOMAN DENMAN: Are we going to be
able to take that to Manahan as well for the
seniors in Manahan?

MR. KINARD: Yes, I'm sure that they
will. There are some other programs they offer
that they're really interested in bringing over
to Manahan. But I tend to forget about that
group of seniors in Manahan. There's certain
ones I don't forget about. I see them quite a
bit, that group in the building at the end. So
yes, this is a program that I'm sure -- I
haven't talked to them yet, but I'm sure they'll be receptive.

Last but not least, probably the most important on this is RAD, the Rental Assistance Demonstration Program. We paid a lot of attention to this past month. A lot of it has to do with the fact that come September 4th there's a deadline for application under RAD. Under what is their new I guess admissions of up to 450,000 units across the country. And if you think of that number it's actually pretty amazing, because there's only 1.2 million public housing units in the entire country, so every time HUD is issued one of these they've been oversubscribed. The issue, they wanted 85,000, they ended up getting 185,000 applications. So we're getting to the point that we're getting close to 50 percent of public housing either showing interest in RAD, whether or not they complete the program we will see, but showing interest in RAD. And we had five meetings this past month with the residents to discuss RAD to really go over what the program is, what we're looking to do in the form of submitting an application, the amount of interaction we will
need with the residents kind of moving forward.

And essentially in a nutshell you have a PowerPoint presentation in your package that we used as a footprint for the discussion. You also have some kind of frequently -- some frequently asked questions from a tool kit that was provided. I think it's important to just look at it from a 30,000 foot point of view, because that's where we are right now. We are looking at RAD, which is the conversion from public housing to Section Eight, as giving us the ability to get private debt into public housing, and fix the chronic issues, the distressed issues that have plagued us for many, many years. Public housing Section Eight does not allow private debt. You can't borrow money. You can't do tax exempt bonds. You can't do those types of things. So really you're at the whim of whatever Congress gives you on an annual basis. And because that's fluctuated so much over the last 20 years, there's been a lot of physical needs that have not been taken care of no matter which housing authority you are. It's a major problem.

So what we want to do is we'd like to
apply for RAD, we'd like to hopefully get in, get accepted and get a CHAP from HUD, and if we get in, which we find out about 60 days or so after we apply, we're then given about 180 days to put our financial plan together. And during that period of time we'd be looking to find a private partner, develop a partner who will put their people on, the engineering effort and financing effort to look at all the numbers so we can really work out what our working relationship would be.

Under RAD the sites remain affordable housing for either 15 or 20 years depending on the financing mechanism utilized, PBRA versus private-based voucher, and then there's an automatic renewal so it's another 20 years after that. It's really a preservation program for public housing. This is really one of the last things that I think HUD has out there right now. Hope VI money is not really out there, Choice Neighborhood, very hard to come by, not really out there. So people are trying to really fit into RAD and doing some really good things.

There is a Choice Mobility requirement, so if we do do RAD, while we're responsible for
moving people if we have to move people while
the work is being done, after one year of living
in the public housing, now Section Eight
housing, or two years, depending on which one we
utilize, you can ask for a voucher as a
resident. If the housing authority has a
voucher the housing authority has to provide you
that voucher via Choice Mobility. If it doesn't
have that voucher you wait on a waiting list,
but there is that option.

So it's not exactly like Section Eight
where you're given that voucher and you can go
move to Miami Beach or wherever you want to go
right away, it's a project-based voucher that
sticks with the unit. But there is a Choice
Mobility component. I think most importantly, I
know for the residents and for you especially,
Commissioner Banks, is the protections are there
in RAD that were there in public housing. You
have the ability to mobilize, have resident
councils, have the ability to grieve in the
event there's an eviction. The advocates really
made sure that many, if not all, the protections
were there in this system that were in the
public housing system.
And that's about it absent any
questions.

CHAIRWOMAN DENMAN: Commissioner Banks?

COMMISSIONER BANKS: Thank you, director. The garbage shoot abuse and
maintenance, obviously they were there before
you got here. But why garbage shoots? Why
can't they just bag up their garbage and take it
out to the garbage? Because education on how to
take out your garbage, I don't understand that.
Because you bag up your garbage and you either
put it in the shoot or you take it and take it
out to the garbage. People are not being
considerate of their neighbors, and the health
hazards of the mice droppings and the roaches
and all of that. You said that it's going to be
shut down for a time to be cleaned, and then
after that are there going to be any kind of
consequences once it's being monitored?

MR. KINARD: Yes. I think -- first of
all, excellent point. Two-fold. One is it's
probably ten percent of the residents that are
causing this entire problem, and the nurses aids
that don't even live there. Right. So they're
on their way out, let me just do this and keep
moving. So it was here before I got here.
People are used to it. And I thought instead of
just saying, this is it, seal it up, because we
did do that where I came from in Newark, don't
use garbage shoots anymore. Because of this
problem, we just stopped it, welded them shut
literally.

But before we went for that I thought,
let's go with the yeoman's effort. Because it's
not as bad in Ann Street as it is in this
building, and it's not as bad in this building
as it is in 31. So there's people using this
appropriately. And I thought let's go with this
effort, let's clean them up, let's go with some
education, let's go with some enforcement. If
we can control it that way we're okay. If it
just keeps persisting, then we are going to have
a different conversation.

COMMISSIONER BANKS: One more thing.
The loitering in Manahan Village is outrageous.
It's simply outrageous in front of buildings 34
Flagler Street and behind building 32 Flagler
Street. The smoking, the drinking, the
gatherings, the noise. In front of 34 Flagler
Street that fence is almost completely down.
People park there and it's like a party. I can understand why some tenants may be fearful of saying anything because they don't want, you know, anything to happen to their vehicles or some kind of retaliation or something. But I'm going to tell you something, it's shameful and it just sets a bad image for Manahan Village. I don't know what attracts them to 32 Flagler Street. Well, 30 Flagler Street, behind 30. They just sit there on their little ledge and just gather.

And the worst thing about it is the majority of the loiterers don't even live there. So the question again is, the money that we spent for those cameras, what in the world are we going to do. Because it is just -- I have to threaten to throw boiling water on people on 32 Flagler Street underneath my fire escape. Kids have been throwing bottles up on my fire escape. I smell weed. And it's just the hotter it gets, especially at nighttime, it's just crazy. And on the weekends, if there's something going on at Caldwell playground, residents are not going to have a parking spot, they're just not. And they're going to be leaning up against that
fence, smoking, joking and having a good time. This has been an ongoing problem, and we've got to do something. It's not fair to residents. It's just isn't. And double blocking, and double parking. And just no regard whatsoever. And we got to do something. We got to let the residents who care about this issue see that we are doing something about it. Because it's been an ongoing thing year after year after year. And we just got to do better. We got to come up with a plan.

MR. KINARD: So that will become one of the areas that I focus on a bit more. Some of this other stuff a getting under control. What I would suggest is you join me with maybe one or two other commissioners and some residents and we go sit down with the police chief and have a conversation.

I'm willing -- the cameras are wonderful tools. But people that -- just like the garbage shoot, they have a habit of hanging out in the same area. Some of these people have probably been hanging out there for a decade now. It's become this -- those are the spots. Others are brand new but they know somebody in
the community. They're not going there and
don't know anyone. I think if we sit down with
the police chief we can move a foot, or a yard,
or whatever we need to move in terms of -- even
thinking through some budget things. Maybe
there's a little bit of money we can put to
something else he can do to bring that in there.
But he's the only one with arrest powers. He's
the only one they're really going to respect
long term, and he's got to put something down
there.

But I'm willing to go, I'd love to sit
down with you and a couple of residents, go
there in force as opposed to just me saying,
hey, I'd like for you to really work on this
problem with me.

COMMISSIONER BANKS: But just like that
garbage shoot and all those loitering and
smoking and drug use and loud music, you say,
well, you know, this is my apartment, it's your
apartment, it's not your home. You have other
residents. You have neighbors. And so what you
do affects the people around you. I mean, if
you want to throw your garbage any kind of way,
do it on your own property. Why should I have
to suffer and have roaches and rats. It's like you're saying I don't care about you. I don't care that you have a child who has asthma or you trying to get to sleep and I got people gathered out in front lollygagging around and stuff and trashing the place and stuff. You have to consider your neighbors. Because you're not living in a private community. You don't own the property.

So that's all I have to say.

CHAIRWOMAN DENMAN: Thank you.

AUDIENCE MEMBER: Somebody got the attitude and say, I pay rent.

CHAIRWOMAN DENMAN: So members of the public, we do want to hear from you, but I would ask you refrain comment until we get to the public session. Okay?

AUDIENCE MEMBER: All right.

CHAIRWOMAN DENMAN: Thank you.

Councilwoman Davis would like to make a comment.

COUNCILWOMAN DAVIS: Just for the record, you and I have spoken about reaching out to the police chief, and certainly it's about your availability and you making yourself available. I can pass that information on to
Jillian who will see to it our police chief can meet with you. I can just tell you from personal experience, I have been on for three years, and every year, you know, as spring approaches that's one of the biggest complaints from the residents in Manahan Village, specifically with the loitering, so we try to beef it up with the police. But we've never really had any support from the housing authority willing to enforce it or willing to make it a serious issue. Like Ms. Banks said, there needs to be repercussions for the residents who are housing these parties, you know what I mean, inviting these people. I know a senior resident in Manahan Village is afraid to come out of her house because of someone who visits her neighbor. And that's not okay. But there needs to be some sort of repercussion, serious repercussions. Because if you're threatened to get put out of your apartment for keeping a million people in front of your house you might reconsider.

MR. KINARD: Uh-huh.

CHAIRWOMAN DENMAN: Okay.

COMMISSIONER SCHMIDT: On the RAD
program, are you proposing submitting all
properties into the program, or you can choose
which properties you want?

    MR. KINARD: Right now we're proposing
submitting all of them in there. Because again,
we will have 180 days to do a plan, and during
that period of time we will figure out
financially if it works. Within that 180 days
you can pull one or all of them out. So it's
like get them in, let's get an analysis done of
them all, let's look at the plans, the
developers, they come back and say they can work
with us, and then we decide which way we want to
go.

    COMMISSIONER SCHMIDT: Do you have to
approach, once they're approved, do you have to
approach them individually, or can you approach
them combined? In other words, the developer
has a plan for multiple properties and they can
be combined and the funding -- they don't have
to be individual?

    MR. KINARD: No, they don't have to be
individual.

    CHAIRWOMAN DENMAN: Okay. Thank you,
Mr. Kinard.
Committee reports. I'll start with you, Commissioner Banks.

COMMISSIONER BANKS: All right. We've had a few meetings about organizing a resident council. We have a lot of interest. We finally got some folks that are willing to be on the election committee to help oversee the election process. However, I have been having a hard time finding an outside third-party to oversee the election committee. I'm waiting back from the NAACP Vanessa Brown, and I'm waiting for a call back from the election -- another person from the election board. I talked to a gentleman named Gary, and he says normally the election board only helps to rent the voting machines, whereas I told him we probably don't need a voting machine. And so he says that's really their limit. But he did give my name to one of his supervisors. I didn't hear from her today. But I will be following up, harassing them tomorrow.

And a couple of residents have been asking me is the resident center on track for completion, if the resident center is on track for completion.
And one more thing, the tree service stunt at 32 Flagler Street for that tree that was taken down, the contract for that tree service in that contract, did it include removing the stump as well? Because if not that stump is still there. So I was just wondering, was that included in the overall contract? And in speaking to Sonny I thought he said it was. But the stump is still there months later.

MR. KINARD: I don't want to speak out of turn, so I'll check.

COMMISSIONER BANKS: Because I hope we haven't paid him because he didn't complete the job if that was part of his contract.

MR. KINARD: I don't want to speak out of turn. I'll check to see what was part of his contract. In any event, we can get the stump removed. It should have been removed.

With regard to the resident center, the greatest mystery out there, the resident center is not on track, however, it is on track. So you start peeling an union and really find out what's underneath. The reality is the resident center involves several contractors. The main contractor right now is the contractor that has
to put the system on the roof, not the roofer
that does the changes out on the roof. Some of
the work just started, barely just started. And
the contractors got together, and the roofer
felt that the contract should be completed by
August 26. The construction management firm
sitting in that meeting from what I'm told
agreed August 26. And the company that has to
do the major work, which is lift this big
material up top and connect it so that the HVAC
system works, also I'm told agreed to August 26.
So when I sat down with the construction manager
I was told August 26 everything will be done.
So what I did was I said, all right, that means
mid September you guys are really going to be
done. I just didn't believe they'd finish on
time.

Now there's a string of emails going
back and forth in which the contractor on the
HVAC is saying, wait a minute, look at my
contract, my -- I'm sorry, my notice to proceed
in my contract says I have until October 26th to
complete this work. And the construction
management firm LAN is saying, wait a minute,
but you didn't need all that time, you said you
were going to complete by August 26th. So now
what's happening is basically that company, who
has already ordered this major component,
already has this in their yard, so you can't
really terminate them because then you got what
they have already paid for, what you have paid
for, is basically saying, I'm asserting my
rights under the contract to use the entire
contract period, which is until October 26th.

So technically, no, we were under the
belief August 26 this thing would get done,
reality, as I'm looking at it now, and I just
found this out Thursday of last week, and was
furious, but the reality is there's little legal
recourse based on the contract that we've
entered into with Amco, they have until October
26th.

COMMISSIONER BANKS: So has LAN used
this company before?

MR. KINARD: I sure hope not. They're
arguing back and forth in these emails. It
doesn't seem like they worked together before.
But you never know with these contractors. What
tends to happen with these contractors, in the
summer months they take on school work,
elementary and high school work, and put
everything else by the wayside because they can
get paid a whole lot of money. And I tend to
believe that's what happened here, is they had
wishful thinking, got this contract, and the
fact of the matter is they couldn't get it done
when they needed to get it done, and the housing
authority got put way back.

COMMISSIONER BANKS: How many other
projects do we have going with LAN?

MR. KINARD: I know of one more, which
is the brick pointing next door.

COMMISSIONER BANKS: Is that scheduled?

Is that on time?

MR. KINARD: Well, that is scheduled --
well, it's not not on time. That is scheduled
to begin this -- in fact, you'll see the crane
out front. That is scheduled to begin this
coming week.

COMMISSIONER BANKS: And the finish
time?

MR. KINARD: I'd have to get back to
you. I want to look at the contract. I don't
want to go by what LAN tells me.

COMMISSIONER BANKS: Thank you.
CHAIRWOMAN DENMAN: Can I interject, and tailgate on Commissioner Banks insofar as LAN's responsibility in accordance with the terms of their contract? I believe they are responsible as program and project directors, correct, regardless of which work is being done.

MR. KINARD: That's correct.

CHAIRWOMAN DENMAN: So can't we -- I mean, because they're the ones that are not -- they're behind.

MR. KINARD: Again, the problem is the documentation that was signed by this housing authority gave these contractors this period of time to get the work done. So it's hard to enforce on anybody right now because LAN will say, well, technically we have until this time. Everybody is using that right now. Of it all, LAN is actually pushing, and I think they're pushing largely because I pulled them in and sat them down and said, when is this going to be done, and they gave me a date. And then I turn around and said, we're two weeks away from that date, I don't see anything going on in the center. So they're pushing. I don't think LAN has done a good job here per se. But the fact
of the matter is there's nothing -- we have no
legal recourse based on what's been executed.

CHAIRWOMAN DENMAN: I appreciate that.

MR. KINARD: Joe, you feel differently?

MR. MANFREDI: I don't disagree. The
spec times came from LAN's proposal on the
notice, and I agree with the director.

CHAIRWOMAN DENMAN: Commissioner Vega,
do you want to report on buildings and grounds?

COMMISSIONER VEGA: Absolutely. First
of all I'd like to give Keith kudos on
everything he's been doing. For the past few
weeks I noticed the work being done on the
stairs that were in poor, poor shape. So with
respect to building 28 Flagler Street, I'm not
going to get into the smaller things, I think I
can talk to you about things that should be
normal work orders. But some of the things that
stuck out was building 2809, there's a grill out
there. I don't know if that's a big deal. I
think it should be removed instead of left
outside in the front. Building 30, the fire
escape, the access to all the apartments are
available on either side of the fire escapes.
It's a constant thing. It's always down on the
ground. If I lived in that building I would be a little bit scared with all the loitering that goes on between those two buildings.

The mail box is extremely, extremely filthy dirty and moldy. Behind building 22 Clyde Potts, maybe we can get our new guys to help out, there was way too much brush and falling tree limbs down there to cause a -- there's actually several areas that you can see the empty containers left behind which are like hiding spots behind 28 Clyde Potts going up from Clyde Potts to the main stairwell on the left.

Coming down on Flagler Street where the steps would be finished next to building nine and 13, that retaining wall would be great if we could put a dark coat of stain on it. Looks like fighting some type of graffiti artist and stays there all the time. It would be better to just do the whole thing, not just a four, five, three area, just do the whole thing and it would look a lot nicer. It's right next to 13 Flagler Street, right in front of it.

The GFI's are all exposed, everyone is plugging in their phones, hanging out their radios along the side of the buildings.
And as far as the smoke alarms, I think that's great that we're getting those things updated. Something I was talking about before. I think that the problem definitely stems from the apartments and the hallways being in unison. So what we should do is get the hallways separated with a bit of that education for the tenants to -- like you said, you decide you want to go over to your house, boil some eggs and burn it up, it would only stay inside. In the hallways you won't have that problem, and correct it before the fire department. That might be the best way to handle that. Like I said, I'll get back to you on some of the other smaller things I think that need to be dealt with but that can help.

I'm looking at the billing for the sewers and what we pay every year, and every quarter, I think it's almost imperative maybe we have an another educational -- something to educate the tenants that toilets running all the time, faulty faucets, all that dripping, all those toilets people are used to letting run is why our bills are $30,000 a month on utilities. It's something that I think we can easily handle.
with our own maintenance staff.

That's all for now.

MR. KINARD: Thank you.

CHAIRWOMAN DENMAN: Thank you, commissioner. Commissioner Schmidt?

COMMISSIONER SCHMIDT: Nothing to report from the personnel subcommittee standpoint. Finance subcommittee, Keith was kind enough to walk me through prior to this meeting some of the budget items we're going to talk about tonight. Nothing to report otherwise.

CHAIRWOMAN DENMAN: Okay. Terrific.

Old business. I don't think we have any old business.

Schedule of bills. Can I get a motion to approve the schedule of bills?

COMMISSIONER SCHMIDT: Just a quick question. Keith, this is something we've been kind of approving on an ongoing basis. We ask questions here or there each month. Have you been able to take a look and get involved in the schedule of bills preparation process, or not quite yet? What's your feel been so far?

MR. KINARD: I've definitely taken a
look. I haven't been able to get as involved in it as I'd like to. So I'm probably 50 percent there. I know everything on the schedule of bills but I definitely haven't been here long enough to know the various contractors, all the scopes and all those things. It's going to take me a little longer to be 100 percent comfortable with it.

COMMISSIONER SCHMIDT: What's your best practice view from what you have seen in the past. In terms of our review and approval, are we taking the right approach, are we approaching it differently?

MR. KINARD: That's a great question. Based on what you're given right now I think you're taking the only approach you can take, which is a pretty good approach. What you're doing here is very similar to what I've seen at the agencies I've worked at. I haven't seen things done that much differently. The one thing that I haven't seen happen here as much that I'd like to see happen a little bit more is what happens when we have problems with contractors who have performed poorly in the past. How do we make sure we designate them, A,
they don't get future work from us or, B, we report them to the requisite authority HUD. And all though things, i.e., the resident center, we just had that conversation. So I don't know how that -- because I haven't been here long enough to see if you're doing that or not. That's one of the things I'd like to really see happen.

COMMISSIONER SCHMIDT: One thing I thought might be helpful going forward is you insert yourself more with any exceptions or things that aren't expected that show up on the schedule of bills. A lot of this is routine every month. We had a summary said hey, x is due this, y is due this, and got us to where we might want to have this conversation point during the meeting. If it's status quo, state that, and might make it easier for the folks. Otherwise, I didn't see anything here that wouldn't be worth passing this month, so I'll make a motion we approve.

COMMISSIONER BANKS: Second.

(Whereupon, roll call was taken with all members voting in favor.)

CHAIRWOMAN DENMAN: And we move on to the resolutions.
MR. KINARD: Okay. So you should now have six resolutions, originally three. There was a couple that were last minute Christmas Eve type resolutions that we got to.

The first resolution I have in front of me is a resolution approving and authorizing the rejection of all bids for the accessibility upgrades at 45 Orchard Street. You may recall that there was a bid that was put out to put a handicap accessible ramp at 45 Orchard Street building that's being used by the Hispanic Affairs Council. The sole bid submitted was by Subrecko (ph) Industries in the amount of $69,212. That bid far exceeded our cost estimate. I think our cost estimate was somewhere in the tune of $33,000. Almost doubled, more than doubled that amount. So we are at the point we are not prepared to proceed with this, we want to reject the bid formally.

COMMISSIONER SCHMIDT: I'll make that motion.

COMMISSIONER VEGA: I'll second.

(Whereupon, roll call was taken with all members voting in favor.)

MR. KINARD: The next resolution is a
resolution approving -- authorizing the lease to purchase of two maintenance vehicles from Beyer Ford. Beyer Ford is located at 35 Williams Parkway, East Hanover. The reason for this resolution is we've got a vehicle that needs to be replaced. It's a van in our inventory that's in really, really bad shape. Rusted out kind of on the sides, bottom. Doesn't have a ton of mileage on it, just bad shape, something happened over time. It needs to be replaced.

We also are doing a lot more landscaping. I predict we are going to be doing a lot more winter work in terms of salt and snow removal and those things, utilizing the Section Three workers along with the other folks. And we need a pickup truck that has hauling capacity, but also we can put a snowplow on the front of it. We'd also like to attach on the back side of it a hydraulic lift at some point. It's a lot cheaper than getting one that actually built in the truck, it's a lot more expensive as we look at it that way.

We like to go the lease option because the lease option hits us a lot less on an annual basis. So the van is priced at $25,056.59, the
truck is priced at $33,727.50, but the annual lease payments are $5800 and $7800 respectively in terms of a budget hit. And that's why we'd like to do it.

CHAIRWOMAN DENMAN: Okay.

COMMISSIONER VEGA: I have a question about that. Keith, I don't know if it's currently in use right now, but does the housing have a vehicle log-in sheet where it states where a driver might be taking the vehicle to and from, time, the time they go, the time they arrive, and their destination? Do we have that in place?

MR. KINARD: So they had one in place, I asked the same question, they're not using the one they had in place now, and we are about to put back in place as we actually had some damage to one of our vehicles and couldn't figure out who had it and where they were. So by the time we get back together next month that will be in place.

COMMISSIONER VEGA: Excellent. And last thing is the two new vehicles, are they going to take away from the parking that was just added?
MR. KINARD: They will not be parked down here. The two new vehicles will be parked -- obviously we're taking a van out of our inventory so really it's only one additional vehicle, and that will be up at Ann Street.

COMMISSIONER VEGA: Awesome. Very good. That's all I have.

COMMISSIONER BANKS: I'll make a motion to accept.

COMMISSIONER ROBINSON: Second.

(Whereupon, roll call was taken with all members voting in favor.)

MR. KINARD: The next resolution is a resolution to approve the housing authority's budget submission to the state. The state actually requires that we produce an annual budget. We have worked on this budget, and we have Amy Morgan here from our fee accounting firm that can talk a bit about the budget. We will have slightly more revenue this year as a result of believe it or not appropriations. So we're going to have some more money that comes in. And we're looking forward to a good upcoming budget.

I don't know, Amy, if you want to point
out any of the highlights.

MS. MORGAN: Overall the revenue is expected to exceed total expenses that are being budgeted by approximately $67,000.

COMMISSIONER BANKS: Can you come up to the microphone?

MS. MORGAN: Sure. The overall highlight would be that the revenue is expected to exceed the excess of -- it's supposed to exceed expenses that are being budgeted by approximately $67,000.

MR. KINARD: Versus last year, Amy?

MS. MORGAN: Last year, it was about $50,000 last year. So some of the areas that are changing, the tenant revenue is higher this year than it was budgeted last year. That's a function of projecting it out based upon the current rent rolls and rates that are being charged. So what's being budgeted is in line with this year's actuals.

Some of the expenses are being reallocated, and they're trying to incorporate some of the things we talked about tonight already. You might want to speak a little bit more about some of the -- with the staff changes
and trying to -- you're trying -- he's trying to reorganize, create some new positions so they can better serve the tenants. Bring an in-house attorney in to lower some of the outside legal fees somewhat. I don't know if you want to speak about that more or --

MR. KINARD: Yes.

MS. MORGAN: That's a change.

MR. KINARD: Just want you to cover the overall first.

MS. MORGAN: As far as on the expense side, you've done some repairs this year in excess of what we had budgeted for the current year. Some of that was due to storms and things like that. As was already spoken about, we're trying to do some additional repair work going forward into the new year. So we have kept the budget for repairs in line with what they're running this year actual.

And then as far as utilities, utilities have been running higher than you have traditionally budgeted, so we increased those somewhat.

The vehicles that we just talked about, those have been put into the budget as well.
And all those things had resulted in, as I said, started out, the revenue is expected to exceed the expenses, overall expenses by $67,000. And if you have got the actual -- I don't know if you're looking at the budget packages, if you have them at all or need to refer back to them at any point, the state package is the one that looks like this, it says DCA on it. About two thirds of the way through it there's some pages that are numbered F1, 2, 3, those are where the financial information lies. So that has the detail there.

MR. KINARD: Amy, could you also cover a little bit about the capital fund?

MS. MORGAN: The capital fund for the budget year is actually already approved, and that's going up to $954,000, last year, the year we're in, it was approved for $620,000. Approximately 230 of that, of the budget for the 954 is going towards your debt servicing, so the rest is an increase. And you've got some things I think in mind for that.

MR. KINARD: But the 230 is the same as the 230 this year?

MS. MORGAN: Yes. So further in the
package there are some schedules for the capital fund expenditures. The 954, about 230 would be for your debt servicing, which is pretty consistent year to year. That leaves you with $727,000 to be spent on projects.

MR. KINARD: And administration of the projects.

MS. MORGAN: Yes, and administration of the projects. The administration of the projects is budgeted at the ten percent of the overall 954.

COMMISSIONER SCHMIDT: What's the current interest rate on our debt, do you know?

MS. MORGAN: It doesn't -- it's a fixed rate debt, but off the top of my head I don't -- I can't tell you that without going back and looking it up.

MR. KINARD: Probably a prepayment penalty anyway.

COMMISSIONER SCHMIDT: I was just curious, if there was an option to restructure that or --

CHAIRWOMAN DENMAN: Somebody asked that question last year.

MS. MORGAN: We can go back and look.
It would be in the -- last year's audit report would state what the debt --

MR. KINARD: It's from a CFFP borrowing. Right?

MS. MORGAN: Yes.

COMMISSIONER SCHMIDT: You think there's a prepayment penalty for that?

MR. KINARD: I'm not sure.

MS. MORGAN: As far as future payments go, I think it comes due all said and done, 26 is when I think the final payments come due on that.

COMMISSIONER SCHMIDT: Okay.

CHAIRWOMAN DENMAN: Thank you.

COMMISSIONER BANKS: I have a question. I don't know who would answer this, but just bear with me my ignorance on this. So this budget is for our next coming fiscal year. Right?

MS. MORGAN: Yes.

COMMISSIONER BANKS: So if we vote on this, this has to be voted on tonight?

MR. KINARD: Yes.

COMMISSIONER BANKS: It does. So would it have made any difference for us if we had
gotten this earlier to have time to review? I 
mean, because I'm new at this. So I'm to vote 
on something that I really don't understand?

MR. KINARD: Yeah. So this is -- we 
are operating off of the state's budget time 
table. This is the state's submission. And the 
reality is we can make changes. We can submit 
and make changes. This is --

COMMISSIONER BANKS: So this is not 
final?

MR. KINARD: No. It's our final 
statement that we're stating today, but we can 
amend it, we can make changes.

COMMISSIONER BANKS: I have another 
question. Administrative salaries and fringe 
benefits. What is fringe benefits?

MS. MORGAN: That would be health 
insurance, pension costs.

COMMISSIONER BANKS: Okay. And the 
legal, the change is based on the assumption 
that an in-house attorney will be hired to 
reduce overall legal costs. Our legal costs 
were extremely high, but I think that was due to 
the fact that we didn't have an acting director 
at the time.
MR. MANFREDI: Madam Chair, should this be addressed in closed session? I'm just asking whether it should be addressed in closed session, if we are going to talk about any attorney-client matters.

CHAIRWOMAN DENMAN: Do you want to --

MR. KINARD: I'd rather.

COMMISSIONER BANKS: Let's do closed session.

MR. KINARD: I'd rather discuss that in closed session.

COMMISSIONER BANKS: That's all I have.

MR. KINARD: I can give like a --

COMMISSIONER SCHMIDT: High level overview.

CHAIRWOMAN DENMAN: About the retreat.

MR. KINARD: Even kind of philosophy around the budget, where I'm going, notwithstanding obviously things can change, but I'm trying to push much more costs and services to the sites. We are managing 470 units here, and essentially as we speak right now we've got like -- Douglas is almost doing it half time because he has to run the Section Eight program in terms of management. We've got Colleen.
That's really it right now. We had one more, but that's really it right now. We don't have any assistant managers. We don't have anyone actually sitting at Manahan Village as we speak right now. Our maintenance staff is not assigned to sites. It's very central. Almost counter to asset-based management from that perspective. So I start with the budget from a philosophy of how do we push more costs to the sites, service to the sites, costs to the sites. Then how do we also look from an operational point of view at whatever we have up here and create more to go down there too. So that's the philosophy behind it. Where we end up we end up.

I'm a firm believer we need to have a social service person on board who can bring in programming and oversee programming, because we're just not seeing that across the board. I'd like to see grant writing services here at the agency. I would like to see us have some HR. We have fee accounting, we need a level of fee HR. It's difficult to run an agency like this with HIPAA rules and regulations, all kinds of rules with no one really handling HR. I
don't feel comfortable with that. So there are
some changes that I'd like to see. I'd like to
see our maintenance staff be a little more
accountable. I'd like to see the work order
calls instead of coming into my office go into
the site that actually is responsible for it.
So let Manahan Village receive the calls at
Manahan Village and let that work be assigned at
Manahan Village, work through, and it gets to my
office when there's a breakdown. So it's more
of a franchise mentality I guess as opposed to a
top heavy overhead mentality.

In the office what I need is a deputy
legal type of person who serves as my second,
can really sit there and serve as my second, and
can handle rules, regulations along with
everything else. And then grant writing, fee
accounting. That's pretty much it.

COMMISSIONER BANKS:  Thank you.

CHAIRWOMAN DENMAN:  Any other
questions? Okay. I'll make a motion to approve
the resolution.

COMMISSIONER BANKS:  Second.

(Whereupon, roll call was taken with
all members voting in favor.)
MR. KINARD: Next resolution, approve the authorizing to enter into a five-year lease agreement for laundry room equipment and laundry upgrades to 31 Early Street, 39 Early Street, 29 Ann Street and Manahan Village. Essentially what this does is it takes the housing authority out of the laundry business and puts us in a lease agreement, five years, with a company who will provide brand-new machines, fix up the rooms in terms of new floor tiles, ceiling tile, painting, and will convert us to a card key system versus a coin op system. So right now we are coin op and we're lugging around this giant thing of coins that we have back towards our safe. It's not necessarily safe -- it's not safe for the tenants per se, and it's not safe for us either. There's a lot of machine breakdown because we own the machines, and there's a lot of machine breakdowns. We're responsible for getting someone in to take care of it. We would give up some of the revenue, a 62 to 38 percent split in the revenue, so this is not cost neutral, but we are not in the business of running laundromats anyway. And again, this will give us new clean facilities
with hopefully better commercial grade machines than what we currently have out there.

COMMISSIONER BANKS: Will you add on -- are you just going to renovate the ones that are currently here, or will you add on?

MR. KINARD: So right now this is what we currently have, but what we want to do is add another one in Manahan Village. In fact, I've had some talks with a couple of residents since I have been -- walked me around, and I've walked around and shown me the need down there. And this particular vendor, because we've had this conversation, will have no problem doing another location in Manahan Village if that's what we desire under the same terms.

COMMISSIONER BANKS: Thank you.

COMMISSIONER SCHMIDT: Do we pay up front or is it strictly off revenue?

MR. KINARD: Strictly off revenue.

COMMISSIONER SCHMIDT: Is there any minimal commitment or they're banking on estimates for what the usage is? If everyone stopped utilizing the laundry service would we owe them anything?

MR. KINARD: No, if everyone walked
away from laundry we don't owe them anything.
But they do receive the first wash and dry cycle off every machine. And we found that with every service we interviewed. They had some quirky we get the first wash and dry cycle, it goes from there. That's a buck fifty or whatever it is per machine. It's really not a problem.

COMMISSIONER SCHMIDT: Okay.
COMMISSIONER BANKS: One more question.
You said it's going to be a card system each tenant, and that way you'll be able to tell who was in that laundry room at that time in case --

MR. KINARD: No.

COMMISSIONER BANKS: That's just for the machines.

MR. KINARD: That's just for the machines. Now, there is an option available, and I didn't -- there is an option in which we can put an access lock that ties to the same -- where the same card can be used. But the problem I have with that is if that breaks, you know, then all of a sudden the place is locked or the they're propping the door open all the time. It's really not worth it from my perspective.
COMMISSIONER BANKS: Probably just simple cameras.

MR. KINARD: Cameras definitely. And the cards will be given out for free, do a grand opening celebration, card is free with something on the initial cards.

COMMISSIONER BANKS: Thank you.

CHAIRWOMAN DENMAN: Can I get a motion?

COMMISSIONER SCHMIDT: I'll make a motion.

COMMISSIONER VEGA: I'll second.

(Whereupon, roll call was taken with all members voting in favor.)

MR. KINARD: The next resolution is a resolution really to authorize or ratify the declaration of emergency for some of the work that I talked about in the executive director's report dealing with the deteriorating concrete, the stairs and the retaining walls at Manahan Village. Shortly after I saw this back in July I authorized the work because of the concern of the condition that the steps were in. You can tell from the pictures. And they were also in an area that had a lot of occupied units, in fact, leading up to some occupied units.
Victory Craft Construction is who was awarded after we received the quote. And it was $78,000, which we felt comfortable with in terms of doing this work. They're about two and a half weeks as I mentioned before into the work that's supposed to be six weeks long. And so far we've been monitoring them. They've been doing a good job staying on budget and on time. So I did declare an emergency shortly thereafter, signed the declaration of emergency, but I actually need the board to ratify since we already got the contractor out there.

CHAIRWOMAN DENMAN: Okay. Can I have a motion?

COMMISSIONER SCHMIDT: I'll make a motion to approve this resolution.

COMMISSIONER VEGA: I'll second.

(Whereupon, roll call was taken with all members voting in favor.)

MR. KINARD: And last but not least from the resolution front is the resolution that would allow us to submit an application to HUD for a CHAP award to convert 29, 31, 39 and Manahan Village into the Rental Assistance Demonstration Program. This is the resolution
that obviously we discussed earlier that's required by HUD by September 4th, along with the rest of the package that is being prepared. Part of this resolution requires, or application requires the early education component that we started with the residents. I should add that we did have five meetings to date, one -- we did have a sign language person at one of the meetings, we had an interpreter for Spanish at another meeting, and in the future I got to remember to look at Russian interpreters as the residents told me at 29 Ann, but fortunately they had somebody there. And again, I'm excited to see what RAD might be able to do for us. I'm not naive enough to think it's going to be the answer to all of our questions, but I do think that given the alternative, which is status quo right now, our future is not as -- is pretty bleak if we just base it on a future appropriations. So there's some options and opportunities under RAD to do some really good exciting things. So I'd like to see us have the opportunity to submit an application to HUD.

CHAIRWOMAN DENMAN: Excellent.

COMMISSIONER VEGA: I'll make a motion
to approve that resolution.

COMMISSIONER BANKS: I'll second.

(Whereupon, roll call was taken with all members voting in favor.)

CHAIRWOMAN DENMAN: Okay. New business. Can I just -- probably it was an oversight. On the occupancy management report for August, it's for the month of June. It should say July, because the preceding month's report was for the month of June.

MR. KINARD: Yes, that's an oversight.

CHAIRWOMAN DENMAN: That's my only comment. And I believe that's all we got.

Commissioner Schmidt identified the sequential numbering for the resolution. This lists -- is this truly the first resolution we've approved this year?

MR. KINARD: Couldn't find any others.

CHAIRWOMAN DENMAN: It could very well be.

MR. KINARD: We went through the book for '18, couldn't find any others. I don't know if that's an oversight. But at least in our book back in the office we didn't have any others for this year.
MR. MANFREDI: No, I can send them.

MR. KINARD: Non-smoking was the end of last year.

CHAIRWOMAN DENMAN: I thought we had one or two.

COMMISSIONER SCHMIDT: This year.

MR. MANFREDI: I can email it to you definitely, make sure that's complete.

CHAIRWOMAN DENMAN: Okay. Any members of the public wishing the to address the board, please come up, identify yourself with your address, and we ask that you limit your comments to five minutes.

MS. COTTON: Tawana Cotton, 35 Flagler Street. And I would like to request that we could actually get a sign like this that's in all the other buildings, basically talks about no loitering, trespassing. It's just that over the years there were some kids in our building who were constantly ripping them down. And so I feel like now that we have a new executive director and that people see that there are some real changes happening, that we can actually get this put back up. And those kids are a little older now, perhaps they won't tear them down.
But I think our building is the only one that does not have any signs in them. I also would like to request a notice go out for my building. People seem to leave that building, the door open, and so people can come into the building at all times of night. And I don't think the residents really understand that is a benefit to us to be able to have a secure lock on the door. But I have had -- there have been instances where people have been intoxicated and come into the building, tried to enter the doors. I know mine definitely. And this was during the daytime, this wasn't even at night. This was during the day. And I was able to call the authorities. And they did find this person passed out kind of by where the wall is, where that grassy area is. So I totally agree with -- I know one of the commissioners brought up education, educating these residents. And I feel like common sense isn't common. So while we might think it should be a given, it's really not. And I think if the residents understood how they are putting others in danger, or even themselves, that we can get more cooperation for
this, because I'm concerned. I'm on the first floor. That's where things happen, the first door. The kids luckily are not hanging out so much in front of the building, but we still have the traffic from a lot of the outsiders, and some are guests of people who invite them there, hang out on the wall. And some of them were trying to get up the fire escape by pulling down the ladder, shaking it one night. It was two in the morning. And so when the officer arrived on the scene they -- one was actually drunk and laying down on that wall, and another was caught by the ladder. So the police addressed them, woke that drunk person up to escort them off the property. So this is like a little history of these things happening. They're not the same people, but there are different people coming in. Again, some of the kids have grown up who were making some disturbances in the building and some of their guests, and say, oh, we can hang out here, and hope that tenants don't call on them. So if we can get a letter out to, like I said regarding the door open, and stressing the safety issues, that would actually be really great.
Also I was curious, I heard it mentioned about the amount of money we're spending on I guess the water bill with the buildings. Residents don't really even know that. I think people think it's free. But it would be nice if there was some type of meeting where you talked about this is the amount of money we're spending because you don't call a repair in for the toilet. I mean, I had a neighbor who didn't call, I don't know if it was her washing machine, was dripping until I had to call because the water was dripping on my stove, a crack in my ceiling, because they were not calling addressing these issues. I think it's really important that we have a mandatory meeting or mandatory -- a training they can do on the computer but you have to log in and it's recorded. Because without this a lot of these issues will keep going on. I think it's so important to address, to educate these residents about the lights, the whatever, because there may be a day we go towards paying some of these bills, and it would be nice if they understood. I don't know if this money takes away from resident programs or not, but if they did it
would be nice if you included that in this 
information.

CHAIRWOMAN DENMAN: Thank you.

MS. INESTROZA: Lorena Inestroza, 39 
Early Street. I just have a few questions. On 
the left side of the buildings, in this 
particular building, there's hallways like 111, 
just say my floor, 111 to 120, and we have these 
fire doors, A, which are filthy, grimy, dirty, 
disgusting. And I need to know what the 
legality is or what the regulation is, because 
unfortunately these doors trap in every single 
odor that permeates from certain apartments. 
Maybe certain tenants that we discussed before 
should be assessed if they should even still be 
living independently. We had a situation where 
a woman came from Staten Island to visit someone 
who was not home, so she slept in the hallway of 
our lobby, and when I woke up Sunday morning she 
was still out there. So she seemed like a 
little -- I don't know if she was maybe sleep 
disoriented. I was more concerned for her than 
I was for anybody's safety. She looked 
harmless. So I called Morristown PD, and when 
the officer came to talk to me he was taken
aback from the smells that come out. It's embarrassing. It's embarrassing if you have guests over your hallway stinks because your doors are kept shut. So I don't know what the ordinance is, because the other side of the building doesn't have them. So I don't know if there's a way if we're allowed the take them down, if somebody can look into it, if they can be propped open. Could certain tenants' apartments be assessed, because it traps all kinds of, I know my other neighbor is here, traps all kinds of odors in that hallway that sometimes it makes you want to be sick. It's bad.

MR. KINARD: I'll take a look at the fire door situation. Usually fire doors, they're supposed to be kept open, and then in the event the alarm goes off the release kicks and it shuts. The oxygen doesn't blow down the hallway and the fire doesn't feed. Yours are shut?

MS. INESTROZA: Always. They got raggedy neon orange signs taped on them, probably been there for a couple years. The dirt is embedded into the doorways. I don't
think they have ever been washed. The windows
are filthy. It's an eyesore.

MR. KINARD: I'll take a look at those.

MS. INESTROZA: Another question is
regarding the community room. Currently the
community room shuts at nine o'clock, but some
tenants here don't have wi-fi or Internet so
they watch TV down here. Is it something the
hours could be possibly extended for them? Does
it have to be locked at nine o'clock at night?
Is there a reason why we lock it? I mean, I
know there's a camera that kind of faces in this
way. I mean --

MR. KINARD: I'm only smiling because
I'm not sure who came up with that rule, so I'm
looking to see --

MS. INESTROZA: It's a community room
for residents. Somebody wants to come down and
grab a soda at eleven o'clock at night, we don't
have -- we don't have a lot of people here with
a lot of mobility.

MR. KINARD: The concern with the
community rooms generally are do we have
somebody that's a resident that can open and
shut it and be somewhat responsible for the TV,
or make sure there's not things going on in the community room that shouldn't be going on. As long as we have somebody that can do that, if we want to extend the hours, if we get -- if I get that request from the residents, I will make sure that we have some -- see if we have someone willing to do that for an extended period of time. And then I don't know -- I don't know why we wouldn't extend it a little longer.

MS. INESTROZA: Or keep it open -- I mean, what would be the harm --

MR. KINARD: The reason you don't typically keep it open, it's an unguarded area that somebody could, you know, you could get drinking in the area, or someone could fall asleep down here that's not supposed to be in the building, because this is an air conditioned area. So there's all kinds of things that happen in an unmanned community space. So I'm not for keeping it open 24/7, but I can see extending the hours.

MS. INESTROZA: Like one of the tenants was, I was in the middle of my movie and told me I had to leave to lock to door. I know the guy who handles that is only following direction,
what he's been told to do. So if there's a way
we can extend it for people, because there's a
handful, the same ones that come --

MR. KINARD: There's a way. You can
volunteer and have some extended hours. We got
you. You got us, we got you.

MS. INESTROZA: Okay. Can I get some
clarity about the smoking? There's no
designated smoking area. We have people that,
like I explained earlier, have been warned
already they aren't supposed to be smoking
there. We have tenants that go over by the
parked cars, which I think is a hazard, there's
gas tanks and ashes all over people's cars. Is
there something we can put into place or is
there a designated smoking area yet?

MR. KINARD: I did recently get a
chance to review the smoking policy that was
currently put in place, that was already put in
place. Now it's actually going into place
legally. And under our current smoking policy
there are no designated areas for smokers. I do
see in practice, because I see it every day,
there are smokers that have designated certain
areas. I think we need to sit down -- we're
talking about having a strategic retreat. This
would be something that we can discuss from a
policy perspective at a retreat, looking at
designated areas, where exactly if we have it in
the footprint that should be. And it's
something we should do soon. And so it will be
something on our agenda to discuss as soon as we
get together for a strategic retreat.

  MS. INESTROZA: Okay. The automatic
doors, like every month or every other month it
becomes an issue with the inside door going into
the little vestibule area. That shuts extremely
fast. We have people on walkers and wheelchairs
that are getting doors shutting on them. I
don't think it's a matter of 10 seconds before
it shuts. I don't know if it's a calibration
issue or like -- I don't know anything about
that stuff, but the word sounded good.

  MR. KINARD: Douglas, you're here every
day, can you have someone take a look at that.

  MR. PRIESTER: I sure will.

  MS. INESTROZA: Another resident asked
me to speak about issues with the elevator,
people getting stuck in the elevator. Do you
know anything about it?
AUDIENCE MEMBER: Every now and then somebody gets stuck. Either need to be done over or somebody come in that can really make sure that they run smoothly every day.

MR. KINARD: If someone gets stuck in the elevator they would have to contact someone to get out of it.

MS. INESTROZA: Fireman came and got the last one out.

MR. KINARD: I'll check with the fire department to see how often this is occurring. Because things happen, don't get me wrong. If it's a mechanical issue we need to get an inspector out to get it fixed. I want to make sure it wasn't just a blip. Elevators every once in a while break down no matter where you're at. It doesn't necessarily mean it's a mechanical chronic issue. So I'll check with fire department the same way I did with the amount of times smoke alarms went off, I'll find out how many times the elevator was stuck and someone has to call. If it's anything significant at all, then we will follow up. If not, I'll get an inspector in notwithstanding and figure out if there's -- if it just needs
some light maintenance or something.

MS. INESTROZA: That's it.

CHAIRWOMAN DENMAN: Thank you.

MS. FINDLEY: Good evening, my name is Betty Findley, 39 Early Street. I was curious about master antennas. As you all know Cablevision has -- Verizon has, their prices have gotten outrageous. I was curious, would that be something very expensive to do or add that to your budget?

MR. KINARD: Master antennas? When I look from the side of this building I see some large antennas already. Someone might have went down that path years ago.

MS. FINDLEY: I heard it was.

MR. KINARD: Nowadays unfortunately the way they make TVs, those antennas don't work as well with the newer model TVs. They have almost gotten in bed with the cable companies in a sense. So I don't think that's going to work for us in terms of large antennas on the building. But I do agree with you the cable has gotten out of control. I don't know if there are any services out there that provide a minimal level of cable or something for a
reduced rate.

COMMISSIONER ROBINSON: There is.

Certain ones out there for seniors and other individuals on disability can get $10.00 a month Internet. I'll get you all the information.

MS. FINDLEY: Is that one flat rate?

COMMISSIONER ROBINSON: I'll get all the information. I don't know off the top of my head. I'll give it over to Keith and he can distribute it to you guys.

MS. FINDLEY: A lot of seniors here are on a budget so they come down here to watch TV, the news or whatever. Nine o'clock the room is locked. And that's their source of entertainment.

MR. KINARD: Right.

MS. FINDLEY: It would be nice to help our budget out too.

MS. INESTROZA: Maybe get us free wi-fi.

MR. KINARD: There's an opportunity to do that. Actually did do that before. I'll tell you, this is years ago, I don't know if it's still offered, this goes back many years ago, but we actually wired -- had a company, and
one exclusively, a cable company in several
senior buildings that we owned, and they gave us
a reduced rate. Now, you could only have
whatever company it was, I think it was Verizon
or whatever company that was that we gave the
building over to, all the residents would sign
up for cable. You couldn't then go out and get
Directv or Comcast, you had to be whatever it
was, but it was a significant -- it was pretty
much like a third of what the cable bill would
have been otherwise. So again, I don't know if
they still do that or not, if they offer that,
but they'll come in the building and do that if
they know they have a captive audience, they're
going to get a majority of all the people in the
building that use cable. So that may be
something we can look into also.

MS. FINDLEY: One more question. I
heard you guys speak about odors in the building
from -- I have several neighbors that kind of
got early dementia, and their mobile skills are
a little slower. Is there anything you can do
to just do a wellness check on them from time to
time instead of just writing a violation because
their apartments weren't clean? You know what I
mean?

MR. KINARD: Right. So there's a couple of things we're planning on doing. One, we are planning on working with the county to actually get some wellness checks done throughout our entire system. We know we do have some issues that need to be addressed. On top of that, what I'm trying to do in terms of having the appropriate level of managers and assistant managers, because as we speak right now we don't have the manpower to do the housekeeping inspections and all the things that need to get done, along with recertifications, lease-ups, evictions and everything else. We need to be able to get into the buildings and into the units to see what the problems are, to connect them with the services that are necessary to take care of the problems so we're not just wielding a hammer when we find somebody who has a real issue or need. So we are thinking about that. We've talked about it. Again, it will be a strategic retreat issue also. But we plan on coming out with more of those services to help those folks who need the services more.
MS. FINDLEY: Okay. Thank you.

CHAIRWOMAN DENMAN: Thank you. Just on that note, somehow my name is attached as to this building, and I have been getting emails from Spot On Networks as a multi-family property owner, and it's about free wi-fi at reduced costs. So I have now forwarded it to you. Because I've just been ignoring them for a couple of months.

MS. MUTI: My name is Shannon Muti. I'm actually a Morris Plains resident, but I work at Homeless Services in Morristown.

CHAIRWOMAN DENMAN: What your address?

MS. MUTI: 152 Granniss. I'm actually here because I'm wondering how many vacant units are still open at Manahan Village. I don't think I heard that announced. Are you able to share it?

MR. KINARD: Douglas, what are at we, maybe seven?

MR. PRIESTER: Seven.

MR. KINARD: Seven right now.

MS. MUTI: And are you still operating off the old wait list, or is your plan to open the wait list again?
MR. KINARD: There are plans to open the wait list. We don't have an exact date right now, because we have more than five or six times what is vacant there right now. But that doesn't mean we're not going to open it in the not too distant future.

MS. MUTI: Are there immediate plans in place to fill those vacant units? What is that process like since you're short-staffed?

MR. KINARD: They're immediate. We have people in those vacant units working those right now. We have folks offering vacant units right now. So between transfers that we have to do and people on the wait list, we do have plans to operate. I can tell you what typically happens is if you look at us from month to month, if you ask that question next month we may have seven vacant units, but they're not necessarily the same seven vacant units. Sometimes they are, sometimes they aren't. The units move and they turn. And we're trying to get to the point that they turn more quickly, because we don't have the staff. But the ideal situation is that seven that you see from one month to the next isn't the same seven. We got
attrition, we've moved people in here, and now
this is the new seven. So it should always be a
rolling base.

    MS. MUTI: Okay. Thank you.

    CHAIRWOMAN DENMAN: You said it fast, I
didn't hear it, where are you?

    MS. MUTI: I work for Homeless
Solutions, a non-profit in Morristown. We have
several people in our shelter programs right now
that have been on your wait list for many, many,
many years. And our goal is really to house
those people so their children are at home with
them and not in shelters any more. So we're
just very interested in the vacancy rates and
how those units are being turned over. So thank
you.

    CHAIRWOMAN DENMAN: Do you have a
business card?

    MS. MUTI: I do. I'll leave it with
you.

    CHAIRWOMAN DENMAN: Excellent. Any
other members of the public?

I just want to thank the members of the
public that come up and address concerns on
behalf of their neighbors or address concerns
that maybe are a little challenging to bring up, whether it's police or the cameras or just speaking for somebody who didn't get to finish watching a movie, because that's what communal living is about, sticking your neck out for your neighbor. And I just wanted to thank those of you who do come to every meeting and have a voice and let us know what's really going on.

Okay. The mayor is not with us tonight. So we move right along to Councilwoman Davis.

COUNCILWOMAN DAVIS: I really have nothing to say with the exception of the issue with the loitering. I told you I'd make the way to get that meeting going as soon as you're available. I know you're very busy.

MR. KINARD: After this week I'm available.

COUNCILWOMAN DAVIS: And just from personal experience, running down on the police chief like with a group of people is not a good idea.

MR. KINARD: It's not a good idea? I didn't mean bang the door down, I meant we got a group meeting, we'd like to --
COUNCILWOMAN DAVIS: I think it would be best if it was you, the mayor, Jillian, who is our business administrator, obviously I will be there, and you can choose another commissioner, but you need to have an idea what you want to talk about, and because --

MR. KINARD: I have that. And just so you know, councilwoman, I did make the request, I have called the police chief, and I've left messages.

COUNCILWOMAN DAVIS: He hasn't returned any of your calls?

MR. KINARD: No.

COUNCILWOMAN DAVIS: That's because you're supposed to talk to me, and I'll talk to his boss, and he will have no choice but to be in attendance. Jillian pretty much makes all the calls with regards to our police chief.

MR. KINARD: Got it.

COUNCILWOMAN DAVIS: It's not important until Jillian says to him, hey, we got a meeting. I'm sure he'll be all ears once Jillian calls the meeting.

MR. KINARD: Got it.

CHAIRWOMAN DENMAN: That's all you got?
COUNCILWOMAN DAVIS: Yes.

Oh, and for you, I don't know, I was trying to look through and see in my email, but there's an organization called Morristown United for Healthy Living.

AUDIENCE MEMBER: I'm a member of that.

COUNCILWOMAN DAVIS: Okay.

CHAIRWOMAN DENMAN: If there's nothing further, this meeting is adjourned.

(Meeting was adjourned.)