MORRISTOWN HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
39 Early Street  
Morristown, NJ 07960  
Monday, March 23, 2015  
Commencing at 6:00 P.M.  

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TRANSCRIPT  
RE: Regular Open Public Meeting  
OF THE  
PROCEEDINGS  
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MEMBERS PRESENT:  
MICHAEL A. CHERELLO, Chairman  
DOROTHY HOLMAN, Vice-Chairperson  
VERA WHITE, Commissioner  
MARY DOUGHERTY, Commissioner  
FRANK VITOLO, Commissioner  
JEANINE CRIPPEN, Commissioner  

ALSO PRESENT:  
ROY ROGERS, Executive Director  
LEANORA GROSS, Assistant Executive Director  
CYNTHIA SARGENT, AMP Manager  
JEAN WASHINGTON  
DARLINGTON POUNDER  
MICHELLE HARRIS, Council Liaison  

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

REPORTED BY: BETH A. BENSON, CCR  
TAYLOR & FRIEDBERG, LLC  
Certified Court Reporters  
60 Washington Street  
Morristown, NJ 07960  
(973)285-0411  

TAYLOR & FRIEDBERG, LLC  
(973) 285-0411
CHAIRMAN CHERELLO: I, Michael Cherello, chairperson of the Board of Commissioners of the Housing Authority of the Town of Morristown, presiding officer at this meeting do hereby state it is now six o'clock in the evening on March 23, 2015, and we are convening at 39 Early Street, Morristown, New Jersey, and do hereby announce publicly that proper notice of this meeting has been provided in accordance with New Jersey Open Public Meetings Act.

Roll call.

(Roll call was taken with all members indicated noted as present.)

CHAIRMAN CHERELLO: Pledge of allegiance.

(Flag was saluted.)

CHAIRMAN CHERELLO: We will have a moment of silence.

(A moment of silence was observed.)

CHAIRMAN CHERELLO: First public comment. If anyone has anything to say, please step up, state your name, where you live.

Seeing none, we will move on to approval of minutes.

COMMISSIONER DOUGHERTY: I'll move it.
COMMISSIONER WHITE: I'll second.

CHAIRMAN CHERELLO: I have a motion and second. Anyone has any questions on the minutes?

COMMISSIONER DOUGHERTY: Just to confirm, it's both open and closed sessions we're approving?

CHAIRMAN CHERELLO: Yes, both open and closed.

COMMISSIONER VITOLO: I just noticed my name had an I at the end a couple of times, that's all.

CHAIRMAN CHERELLO: Roll call, please.

MS. GROSS: Roll call.

(Roll call was taken with all voting in favor.)

CHAIRMAN CHERELLO: Executive director's report.

MR. ROGERS: Currently there are 11 vacancies project-wide, five of them are in maintenance, three are waiting for inspection, which may have already been done, and three are leased for April move-in. And we're working diligently to improve those numbers, and next month they should be improved. We are currently
at a 100 percent utilization for our voucher program. And in maintenance there were a total of 276 work orders for the month of February. All were completed well within the guidelines. And I'd like to take the time, if I could, Mr. Chairman, to discuss some of our meetings we had with the residents.

CHAIRMAN CHERELLO: Yes, please.

COMMISSIONER DOUGHERTY: That would be great.

MR. ROGERS: We met with all four communities. And I'm not going to discuss a particular complaint tonight, but there were several complaints, as well as several compliments on how good our staff is. And our plans are to assess the laundry rooms and see what we can do to improve those. We're going to open up the community room to the residents at 31 Early. And there's several other things that I'm working on that we hope to be able to implement.

And speaking of implementing, we have to implement flat rents within the next 30 to 60 days, the sooner the better. And I feel sorry for the residents, but in some cases the rents
are going to go up pretty good, maybe $200 to $300 a month. And the problem is that HUD is coming up with higher fair market rents, and then making us -- and that was back in January of 2014, that was a federal law that was passed under -- the president signed off on it. And before the end of the year we will probably have another huge rent increase. And that's for all of the residents that qualified for flat rent. The only saving grace there is that the reason why the flat rents are so high is because the people, if they pay 30 percent of their income, that would even be higher. So that's a fact.

Right?

MS. GROSS: Yes.

MR. ROGERS: So there's nothing you can do about it. And HUD is -- what HUD is really saying is if the rent is too high, this is affordable housing, maybe it's time, you know, some individuals should be shopping out in the market. But the end result, I want to emphasize that again is that the flat rents, when you qualify for flat rents, that means 30 percent of your income based rent would be a lot higher.

COMMISSIONER DOUGHERTY: Okay.
CHAIRMAN CHERELLO: We'll start getting all this out to all the residents as soon as possible.

MR. ROGERS: Yes, we will. And the board passed a resolution back on this I think last November. And if necessary, we will be bringing the residents in. We're going to have meetings with all the residents. If anybody wants to talk to us about it, we are glad to talk to them. There's nothing we can do. We tried to phase it in, but HUD won't allow it to be phased in. That would be my recommendation, but we can't do it.

COMMISSIONER CRIPPEN: Do you have any idea what percentage of residents that would affect?

MR. ROGERS: Commissioner, I can't answer that right now, but I can probably answer it in the next week or so.

MS. SARGENT: I'm almost done with a chart. I'm working on a chart trying to figure out who is on a flat rent. It's taking a little longer than I thought. Shooting to finish it by the end of the week.

MR. ROGERS: Some people will come off
of flat rent and go back to 30 percent.

COMMISSIONER WHITE: $200 is high.

MR. ROGERS: Also processed the grant application. We're hoping to get $250,000 to put security cameras in Manahan Village. The staff worked very diligently on that last week, and we made the deadline, but several of us were working to get that done.

COMMISSIONER DOUGHERTY: I want to say I really appreciate the call in advance instead of trying to wait for this meeting and missing that deadline. So that's great.

MR. ROGERS: I have a meeting this week with Mr. Manfredi's office on finalizing the contract specs. I'd like to bring before the board -- I'd like to have permission. I found out that two of our people in the housing program do the inspections for all 470 units, and that's a HUD requirement on an annual basis, as well as when people move in, when they move out, they have to be inspected. And I know of a firm, and I've used them before, that will do all those inspections for approximately $5,000 over a three or four day period, and they automatically generate the work orders. The
problem you have here -- that's going to save a lot of money based upon the labor cost to do it. But it's nothing against Mr. Pounder's people or him, but if you ask me to go out, and if I'm a maintenance person, and you tell me to go in and inspect, I'm going to try to minimize the number of work orders I'm going to generate, especially for 470 units. But this is in preparation for the REAC inspection. I've used it in other housing authorities and it works great. I've discussed it with Mr. Pounder. And of course Cynthia would love to have us farm out the inspections. But it is difficult to generate all the work orders. I'd like to get this done right away because I'd like to do it four months in advance of the REAC inspection, and I think it will really improve the quality of living for the residents, make it easier on maintenance, and definitely make it easier on the inspections.

COMMISSIONER CRIPPEN: Do we maintain keys for the apartments? I'm not familiar with that. Or no? Does the housing authority have keys for apartments, or no?

MR. ROGERS: Yes.
COMMISSIONER CRIPPEN: Is that something that would be scheduled with the residents, and we have our own key?

MR. ROGERS: We would have to notify the residents in advance, but yes, we have access. And one of our maintenance people would go around with the contract people. And that's a very good question.

COMMISSIONER DOUGHERTY: May I ask, when we get the breakdown of the work orders, and breaks down to two emergencies, 99 overtime, 175 routine, are those inspections included in this report?

MR. ROGERS: No. And that report is going to change overtime. Mr. Pounder and I and the rest of the staff are working on minimizing the overtime.

COMMISSIONER DOUGHERTY: It's actually additional to what's on this paper, the inspectors.

MR. ROGERS: The inspections hours are in addition yes. And we're also looking for the Section Eight inspections. I've already talked to Doug, the person who's in charge of that, and we're going to automate that and have a
hand-held computer that automatically generates work orders. I don't want to miss anything.

I'm also talking to an individual about all the lights in most of the buildings converting to LED, and the light fixtures here, because I understand there was some funding that was pulled back that we were going to get new light fixtures here in the hallways. I'm working with an individual that I worked with before, and I think we can get through the state New Jersey program, we can get all the light fixtures replaced. The only drawback is we have to put the money up front, but as soon as we get them installed we get the rebate for that amount.

CHAIRMAN CHERELLO: Is that money available? We have that money to do that?

MR. ROGERS: We have the money to put it out upfront. Keep our fingers crossed if we get the money back.

COMMISSIONER DOUGHERTY: Takes six months?

MR. ROGERS: Could take up to a year.

I'm also going to be asking the board for permission to have a computer contract. The
computer person we have right now hasn't really worked out that well, and the staff approached me, and they would like to use the computer consultant that we used last year, or prior to the one that we have now. And I'd like to just have a one year contract, bring all our computers up to speed, and we will go out for bids next year. It's urgent we get this done right away.

COMMISSIONER DOUGHERTY: Can I ask why we stopped using that consultant in the first place?

MR. ROGERS: My first day here I tried to get my computer up and running and couldn't do it.

COMMISSIONER DOUGHERTY: The one we're bringing back, why did we stop using him?

MR. ROGERS: The accountant referred the present computer consultant to us, and he was a lot less expensive. But you get what you pay for.

COMMISSIONER DOUGHERTY: Thank you.

MR. ROGERS: I've hired a secretary. I thank the board. I had the board's permission to do that. And the secretary will start
working the first of -- March the 30th. And
it's very much needed for our office because we
have a lot of letters and reports that need to
go to HUD and need to be typed in a professional
manner, and it will pay for itself.

COMMISSIONER HOLMAN: Why is she
starting so late in the month, the 30th instead
of April 1st?

MR. ROGERS: It's on a Monday.
Also we're looking to implementing the
parking program you people worked on. I didn't
work on it. And I hope to have that done in the
next three months. And I'd like to work with
Mr. Manfredi's office. I'd like to implement a
program where if the residents report somebody
dumping garbage, and it ends up being a, what's
it called, a citation.

MR. MANFREDI: Yes. Mr. Rogers noted we
have a problem with people coming up to our
dumpsters, other businesses, and dumping their
refuse, including old carpets, in our dumpsters.
We've been working with the town. And Mr.
Rogers is implementing the plan now to
reconfigure them, but the problem continues. So
we wanted to get the message out they would be
considered trespassers, they are, they have no
right to use our dumpsters. Mr. Rogers and our
staff noted it's been happening with some
frequency and causes resident complaints because
it causes the dumpsters to overflow and not have
room for legitimate use by our residents.

COMMISSIONER DOUGHERTY: Do we know
who's using them?

MR. ROGERS: It's pretty difficult to
identify them. And we don't have the cameras
down there. Hopefully if we get the grant for
the cameras that will help part of the problem.
I think if we offer the residents a $25 reward
for reporting it, all they have to do is take a
picture with their cell phone.

COMMISSIONER DOUGHERTY: That's huge.
That's a great idea.

MR. ROGERS: I'm thinking, it's up to
the board how much we give, but in the form of a
grocery gift certificate or something like that.
Because later on I would also like to implement
this when we have our parking organized and the
no parking signs, if they report it and it ends
up being a citation, I think it will help. But
I'd like to have permission tonight just to work
with Mr. Manfredi's office to develop the language, which you can vote on next time.

CHAIRMAN CHERELLO: Do we have to make a motion on any of that, or just give you a go ahead?

MR. MANFREDI: No, if you're satisfied, Mr. Chairman, the board is satisfied, if you give Mr. Rogers the discretion, we can get it together, put out the -- he'll put out the notice to the residents. And once we get the pictures, I can go to the town and report them as a trespasser, because it is certainly is a crime for them to use our dumpsters to dispose of their waste products, their refuse.

CHAIRMAN CHERELLO: Unless anybody has an objection --

COMMISSIONER WHITE: Is there a limit on how many they can report during the month?

COMMISSIONER DOUGHERTY: They will be going after each other.

MR. ROGERS: Let me put it this way, the more they report that leads to citations the less you're going to have the following month.

COMMISSIONER DOUGHERTY: Is that how we will position it to, not just the report but
reporting where it leads to a --

MR. ROGERS: It's got to lead to a

citation, otherwise --

COMMISSIONER DOUGHERTY: We will be

broke.

MR. ROGERS: Somebody starts a part-time

business.

COMMISSIONER WHITE: Because I'm sure

you're going to get more than one call, and who
called first. So I guess you got to monitor the
calls.

MR. ROGERS: We will have that taken
care of.

That's all I have, Mr. Chairman. I'll
have some things under new business.

CHAIRMAN CHERELLO: Okay. Next is
committee reports. I don't know if we've had
any committee meetings. However, Mr. Rogers, I
would like you to -- Lee has the breakdown of
the committees.

MR. ROGERS: Yes, I do have those.

CHAIRMAN CHERELLO: And I would really
like you to squeeze in some time for each
committee in the next, during April, for two
reasons. One being an old habit, the
opportunity to sit down and talk with you, which
they probably haven't had, and the second is you
can kind of guide them on how you would like to
have that committee operate.

MR. ROGERS: Okay.

CHAIRMAN CHERELLO: And then we can get
in the habit of having a committee report on I
think we mentioned every three months.

MR. ROGERS: Right.

CHAIRMAN CHERELLO: Unless something is
needed in between. But at least every three
months the committee should sit down, all
committees should sit down with you for 15, 20
minutes and go over whatever is on their
involvement.

COMMISSIONER WHITE: One of the
committees that I don't see on here, which is
the Manahan Village resident committee. We did
have a meeting, and I did talk to Mr. Rogers as
well. And one of the things that the services
that our residents center is providing for the
community is we have a lot of repasses. We've
had people to die in the community, and they
have no place to gather, so they have been using
our residents center, and we've been doing it
for free. But we did come up with a solution in
terms of monies. Because we feel that we have
to have something, because it's a lot of use
going on. Unfortunately a lot of people are
dying. And so I do want -- I'll probably meet
with Mr. Rogers and discuss those prices, which
are very low, but it's just something, you know,
we want to get something.

CHAIRMAN CHERELLO: Okay. You are for
Manahan Village?

COMMISSIONER WHITE: Yes.

CHAIRMAN CHERELLO: Anyone else have
anything on committees that you want to bring up
right now or mention? If there is none then we
will move on to old business. Anyone have any
old business you want to discuss?

COMMISSIONER DOUGHERTY: Mr. Chairman,
if you don't mind, I want to go back to the
report here with the vacancies. And I can't
tell you, Mr. Rogers, how much I appreciate that
fabulous report you just gave us. One of the
things that's concerning continuously to me is
the ongoing length of our vacancies in our
units. And so here I'm seeing another one
that's five, almost six months. It's been ready
now, but there's nobody in it. The other one is five months, and it's just being ready. But we've gone through this before trying to keep a handle on not allowing the vacancies to stretch that far. And I think you being here with us now, we will actually, with all the things we're addressing, we will have that addressed. I just want to put it on the record once again I'm seeing almost five, six months going into it, which is what we're trying not to do.

MR. ROGERS: The staff and I have discussed that in length, and we have a plan I hope to implement in the next couple of months. My goal is to end up with a total of three vacancies that's not leased up to be inspected, three versus the 11 we have. What some people may not realize, with 11 or 12 vacancies, that costs us about $150,000 a year. And between the lost rent and the subsidy, so we do have to attack that, and I will. In that regard I wanted permission to -- right now our policy doesn't address it, but I would like to have when a person comes in and puts down a deposit on an apartment, I'd like to have that be non-refundable if they don't take the apartment.
What happens is not real frequent, but on occasion we can have somebody come in and sign the lease with Cynthia, they could have done it five weeks ago, but they're going to move in April the 1st. This week they come by and say, I decided I don't want that apartment. She's got to go through another 30-day cycle, because most people have to go give a 30-day notice. With the board's permission, if a person can't move in within two weeks, we are going to go to the next person on the list. There are ways to get that number down. But we just haven't tackled it in the past like we should. But it's about $150,000 a year cost.

COMMISSIONER HOLMAN: If they can't move in in the two weeks, their deposit, if they have given a deposit, it's not refundable?

MR. ROGERS: If they give a deposit and say they're going to move in in two weeks, and they don't, and they refuse the apartment, it's non-refundable. I think it will make people more serious. And for our one bedroom apartments, we have plenty of people on the list. It's of course the studios we're having a difficult time with. And I also want to
implement a transfer fee. I'd like to have Mr. Manfredi's office look at the transfer fee as well as the deposit. The transfer fee, what happens is when a person requests a transfer, not us telling them to, but when they request a transfer, and that happens quite frequently, we end up paying $500 or $600 out-of-pocket to get the apartment they came from ready for the next. If they hadn't moved we wouldn't have that expense. So I'd like to be able to have the ability to charge a transfer fee.

COMMISSIONER WHITE: On what basis are they being transferred? The only reason they're being transferred is because their family increased.

MR. ROGERS: A lot of people, if they're in a studio, they ask to be transferred to a one bedroom.

COMMISSIONER WHITE: I also know a lot of people who take a studio are told when a one bedroom comes up, they can probably qualify. Some people come in because they're in duress, they want a one bedroom, but it's not available. And then they're told, well --

MR. ROGERS: I'll have to look at that.
But we shouldn't be communicating that.

MS. SARGENT: I never told them that, never.

COMMISSIONER VITOLO: How much is the deposit?

MS. GROSS: It's one month's rent.

MR. ROGERS: It could be $50, it could be $250.

COMMISSIONER VITOLO: By that time they've already seen the unit. Right?

MR. ROGERS: They've seen the unit or a similar unit and they've signed the lease. They've committed to moving in.

COMMISSIONER VITOLO: It's not a circumstance where they have a deposit, they look at the unit for the first time, and say this is not what I was looking for.

MR. ROGERS: No.

MS. SARGENT: I show them the unit first. That's the first thing I do with them. I show them the unit, we go over everything, especially if they're coming to this building, I do everything before we sit down. And then they say yes or no, and then I sit down with them and go over all the paperwork with them.
COMMISSIONER VITOLO: I would consider half the deposit. I don't know the income issues here, whether that's a lot of money for someone to lose, but --

COMMISSIONER WHITE: Especially when you're talking about seniors on a fixed income. That might be too much.

COMMISSIONER VITOLO: I think it's a good idea, but I don't know enough people in those situations in making these deposits.

MR. ROGERS: I can give you a better idea after we do the list Cynthia is coming up with. But I have to say I signed three letters today that the rent went from 200, 300 down to 50, so I'm not sure I'd want to -- maybe a minimum of 300, and then -- that wouldn't be drastic. But there are some people that make the commitment and find someplace else to live. For example, and I don't want to go into detail on this, but we have a person that moved from one of our developments to another development, and now she wants a transfer to a bigger apartment, and it's going to cost us a lot of money.

COMMISSIONER CRIPPEN: I have a
question. On a zero bedroom requesting to move
to a one bedroom, on what basis -- is that -- I
thought I heard of that, zero people who are in
studios requesting to go to a one.

MR. ROGERS: That's a transfer for

COMMISSIONER CRIPPEN: Right. But on

what basis are those requests being granted? Is
there a policy how many from the external
waiting list versus internal waiting list? Is
it a reasonable accommodation? I would imagine
everybody in a studio would request an up size
if they could.

MR. ROGERS: We are supposed to have an

internal waiting list for transfers separate
from the waiting list.

MS. SARGENT: Correct.

MR. ROGERS: But it's -- my policy is if
we let everybody know up front that the transfer
is going to -- they have to pay for the cost of
the transfer, I think that's fair to everyone.

Now, I may have to grandfather in the people
that are currently on the transfer list. But

anyone --

COMMISSIONER CRIPPEN: Being that it
would be so desirous to transfer from a zero to a one, might it make sense to consider a policy where every third or fourth one bedroom would be considered for a transfer, so you don't have that constant turnover in the zeroes. I mean, I don't know what guidelines or regulations would govern that. But I mean, if your family size is such that you fit in a zero, on what basis do you qualify for a one? Do you understand what I'm saying? I would see that most people would want a transfer from a zero to a one. Maybe there can be a policy that regulates that.

MR. ROGERS: I think the policy that would regulate that is if you charge them for the cost of the transfer. Here, for example, I think we have -- I know we have 100 units, and I think 70 of them are studios.

MS. GROSS: In this building.

COMMISSIONER CRIPPEN: I'm familiar with a HUD-approved policy where it's three to one, you have to take three people from the external list, and the fourth apartment that becomes available can become available for an internal transfer. Just kind of --

MR. MANFREDI: I can add a piece to
this. Under the HUD policy there's four bases upon which we transfer. It's a hierarchy. Sometimes we have medical transfers, and in that case they have a high priority to transfer in. So if those can get locked in to when one becomes available giving a higher preference to. The concern I just asked Lee about is when we have simply a transfer of convenience, a lot more --

COMMISSIONER CRIPPEN: That's what I'm talking about. I know if you have to make an accommodation for a health issue, that's a different thing.

MR. MANFREDI: And I think Mr. Rogers is pointing out that we suffer the consequence financially regardless of the circumstance. But transfers of convenience we can regulate much more, because of the priority with medical and reasonable accommodation transfers.

COMMISSIONER CRIPPEN: Right. I just wasn't sure if that was something already being implemented or not. Because keeping something on those convenience transfers.

MR. MANFREDI: Yes. That's where we can do it. I don't know what the numbers are
myself.

CHAIRMAN CHERELLO: When you put this all together, you will bring it back to us to review and to --

MR. ROGERS: Definitely. Yes.

MR. MANFREDI: What I can find out too is from the transfer of convenience standpoint where the numbers come in on that, versus medical and reasonable accommodation transfers.

COMMISSIONER CRIPPEN: I'm sure it's a large expense.

CHAIRMAN CHERELLO: Do we expect with the increase, do you think we're going to have a big turnover?

MR. ROGERS: People are going to call the local town officials and complain about it, and they're going to contact us, but probably after 60 days you won't hear anything more.

That's based on my experience.

CHAIRMAN CHERELLO: Do you think we're going to run into people who simply can't afford it and have to leave? I guess there's nothing we can do about it. But do you expect --

MR. ROGERS: If people say they simply can't afford it because their flat rent is so
high, it means those people have a pretty high income. I mean, I'm talking about a high income.

MR. MANFREDI: It means the flat rent is still lower than 30 percent of their income.

CHAIRMAN CHERELLO: Anyone else have any questions?

COMMISSIONER WHITE: One question I have, because I heard him say $200. Are we allowed to increase that much in one month? Does the law allows us to do that?

MR. ROGERS: What the HUD regulation is we can increase it up to 35 percent of what their current rent is, and we have to implement the remainder the following year.

MR. MANFREDI: What the president signed was very dramatic, commissioner. It does come as a shock to all of us. That's exactly what he signed into law.

CHAIRMAN CHERELLO: I thought there was no phase-in time.

MR. ROGERS: Only if it's over 35 percent.

CHAIRMAN CHERELLO: There is a phase-in time if it's over 35 percent.
MR. ROGERS: Yes.

CHAIRMAN CHERELLO: No phase-in time if it's under 35 percent.

MR. ROGERS: Correct.

MR. MANFREDI: We had hoped, Mr. Chairman, and Lee had received an email from the director of HUD Newark, they were working with Washington to try to achieve a phase-in time, but unfortunately they weren't successful. It happened at a congressional level beyond even HUD's ability to do it.

COMMISSIONER CRIPPEN: Do you know what the name of the act is, is there a name associated with it?

MR. MANFREDI: I can send it to you. It only applies to public housing.

COMMISSIONER WHITE: I know we applied a long time ago, and are they just getting back to us?

CHAIRMAN CHERELLO: We talked about this last year. I mean, we knew it was coming.

COMMISSIONER WHITE: But we thought we were going to get the phases.

MS. GROSS: Our liaison never got back to us at all.
CHAIRMAN CHERELLO: We will move on to paying our bills. First we'll have a motion to pay them, and then have a discussion.

COMMISSIONER WHITE: I'll move the motion to pay them.

COMMISSIONER DOUGHERTY: I'll second.

CHAIRMAN CHERELLO: Motion and second.

Okay. Now we'll have a discussion. Anyone have any questions on the bills?

COMMISSIONER DOUGHERTY: I saw that we got the dryers repaired at 31, and I know we had some questions on Ann Street, but then I was really happy to hear you in the conversations with the residents are addressing the laundry. But for right now are the Ann Street dryers working?

MR. ROGERS: I'll find out. I've got the person coming in. We're going to go around the all the laundry rooms tomorrow. And I'm going to make a list of what needs to be done, and what is working, what's not working. And then I'm waiting for the accounting department to give me the total cost of our maintenance of the laundry rooms last year versus the revenue.

COMMISSIONER DOUGHERTY: Thank you.
CHAIRMAN CHERELLO: I just want to say about Ann Street, the day of the meet and greet for Mr. Rogers, I did go into the laundry room, because we hear a lot of stories about the laundry room. The laundry room was pretty nice. The machines looked very nice. So I don't -- I didn't put any quarters in, but they looked good. They looked in good shape. The laundry room was nice and clean. So after hearing all the stories, I was a little impressed.

COMMISSIONER VITOLO: You spend a lot of time in the laundry room in your house?

CHAIRMAN CHERELLO: Yes, I do.

MR. ROGERS: The complaints at Ann Street is they want a third machine.

CHAIRMAN CHERELLO: Right. Which I don't believe we can squeeze in. They looked good. They looked new. Of course that doesn't tell us how well they're running, but they sure looked new.

COMMISSIONER HOLMAN: Anything you can add to it?

MR. POUNDER: I go to the laundry rooms maybe every three four days. I have my staff that goes there regularly. They always report
to me which machines are down. I call up the vendor, follow up. Whenever there's a report a machine is down, hang a tag on it. Whenever I go empty the coins, I always run each machine. Every machine I empty I start it up and run it. I haven't had no complaints about no machines at Ann Street being down, not recent.

COMMISSIONER DOUGHERTY: Thank you.

CHAIRMAN CHERELLO: Any other questions on our bills? Just I have a -- it's a large payment to the Town of Morristown. Is that for the first quarter taxes?

MS. WASHINGTON: What payment was that?

CHAIRMAN CHERELLO: $42,000.

MS. WASHINGTON: It probably was a sewer bill. The one that was paid last month, it was a sewer bill, the first payment.

CHAIRMAN CHERELLO: That's with all the different breakdowns in there for the different units I guess?

MS. WASHINGTON: I think I put -- I don't have that. That was last month? It's for each location.

CHAIRMAN CHERELLO: So we're paying approximately $42,000 a quarter for sewer bills.
MS. WASHINGTON: Yes.

CHAIRMAN CHERELLO: And our lieu of taxes only come once a year in the fall?

MS. WASHINGTON: That's usually paid towards the end of the fiscal year once all the utilities and everything was calculated. The garbage, all of that, it was one time a year. And usually -- like the one for this fiscal year ending probably won't get paid until like the month after, after everything is closed out.

CHAIRMAN CHERELLO: We're still doing our own garbage, correct, paying for our own garbage pickup?

MS. WASHINGTON: Yes.

COMMISSIONER WHITE: I want to go back to this 35 percent increase, because I think I heard you say this, but I want to be sure, are you kind of going to get these people over here or somewhere where you can gather and explain this to the residents that have the flat rent prior to this coming about? Because this is going to be chaos. I don't want getting phone calls. This is going to be something. That's a lot of money.

MR. MANFREDI: We have to have a public
hearing with the residents to present everything
to them. I understand fully the impact it's
going to have. Your concerns are very well
expressed.

COMMISSIONER WHITE: Let's get it to
them in time. When is this increase going to
take place?

MR. MANFREDI: We need to have a public
hearing, and then we have a time frame after
that.

MR. ROGERS: I think it's 45 days after
the hearing.

COMMISSIONER WHITE: So we haven't put
the public hearing together yet?

CHAIRMAN CHERELLO: Are we going to do
that building by building or one general?

MR. ROGERS: I probably will have one
general public hearing and then go around
building to building.

CHAIRMAN CHERELLO: Would you notify the
board when that's going to be in case any of us
have the guts to show up?

MR. ROGERS: I'd love to have you there.

CHAIRMAN CHERELLO: That way we can
eliminate some of the phone calls coming into
the house.

MS. HARRIS: Can I ask a question? Is it possible you can explain that to the council so when we get our calls we are able to explain it correctly, and have them -- so we don't say the wrong things.

MR. ROGERS: It's a good idea.

CHAIRMAN CHERELLO: As long as Michelle has brought that up, I did have a brief conversation with the mayor, and he would like to meet you and sit down with you for a few minutes. And then I think that possibly could -- I would like the town council to also be introduced to you at some point. But I'll talk to you after the meeting. And if you don't have a problem with that, I'll set that up with the mayor first, and then maybe we can do something at a council meeting, either before or during, or however. So if you can mention that to the council, I think they would like to meet Mr. Rogers, especially with this going to come up. Maybe we can do that at the same time. But I know the mayor does want to meet with you. And if you don't have a problem I said I would do that.
MR. ROGERS: No.

CHAIRMAN CHERELLO: To get back to paying our bills. Are we interested in doing that or not?

COMMISSIONER VITOLO: Yes.

CHAIRMAN CHERELLO: Roll call, please.

(Roll call was taken with all voting in favor.)

CHAIRMAN CHERELLO: Resolutions, I see none. Is there any you brought in at the last minute?

MR. MANFREDI: There is. You know me well. I have two resolutions this evening. Both are just related to Mr. Rogers coming on board as executive director. And they're housekeeping items. The first one is to appoint Mr. Rogers as our open public records officer. Before this Ms. Gross served in that capacity. We're required to submit a resolution to the DCA designating someone at our agency as our OPRA officer. And typically we've always identified the executive director to serve in that capacity. I'm going to pass that around to the board.

The other resolution, and I will put
numbers on these on the record, is to designate
Mr. Rogers as our contracting officer. This
does not give him any additional authority or
power, but simply when we do go out to bids we
will put in the bid that he is the contracting
officer, which makes him the responsible officer
at the housing authority to receive all
information on bids, process that information,
and present it to the board.

COMMISSIONER DOUGHERTY: So with that,
Joe, always present it to the board before we
make any final decision on who to bring on.

MR. MANFREDI: Yes, there's no -- this
is not a resolution that affords any authority
under the local public contracts law to the
director. Just by way of reference, there's a
provision on the statute the board can do that.
This is not that. This is just an
administrative designation, because we are
required to have someone designated as our
contracting officer. Which by the statute is
the executive director anyway. But typically we
put a resolution in place so that when he deals
with contractors and getting bids out, getting
information in, we have it in the record, which
is the recommended course of conduct to follow.

COMMISSIONER DOUGHERTY: Thank you.

CHAIRMAN CHERELLO: All right. Joe, do you have a number on that first one?

MR. MANFREDI: I do. The number of the first one will be 2015-08, that's the Open Public Records Act designation, and the appointing executive director as the contracting officer is 2015-09.

COMMISSIONER DOUGHERTY: Do we want to handle these separately?

MR. MANFREDI: We can list them separately and do them each as a separate resolution.

CHAIRMAN CHERELLO: All right. I'll entertain -- once I read it I'll entertain a motion to take the first one, and then if there's any questions. So resolution 2015-08, a resolution appointing Roy Rogers as custodian of records pursuant to the New Jersey Open Public Records Act.

COMMISSIONER DOUGHERTY: I'll move it.

COMMISSIONER VITOLO: I'll second it.

CHAIRMAN CHERELLO: Any questions?

Roll call, please.
(Roll call was taken with all voting in favor.)

CHAIRMAN CHERELLO: Resolution 2015-09, resolution appointing the executive director as the contracting officer.

COMMISSIONER DOUGHERTY: I'll move it.
COMMISSIONER VITOLO: Second.

CHAIRMAN CHERELLO: Roll call, please.
(Roll call was taken with all voting in favor.)

CHAIRMAN CHERELLO: Moving on to new business, does anyone have any new business they'd like to discuss?

MR. ROGERS: Yes.

CHAIRMAN CHERELLO: Mr. Rogers?

MR. ROGERS: I'd like to -- do I need a motion or anything to go ahead and talk to the gentleman about replacement of lamps, LED?

MR. MANFREDI: No.

MR. ROGERS: I'd like to retain the inspection group.

MR. MANFREDI: You want to hire the inspectors?

MR. ROGERS: Because our REAC inspection is coming up. It's not to exceed $6,000.
COMMISSIONER CRIPPEN: Can I have an explanation on the REAC inspection. I thought we just had one. Are the sites done independently, or maybe you can explain that to me.

MR. ROGERS: All the sites are done at once. Correct?

MS. GROSS: No. The senior sites are done one day, and then the families are the other day.

MR. ROGERS: But they're all done within a two to three day span.

MS. GROSS: Within the week. In a week.

MR. ROGERS: Yes, they're all done at once.

COMMISSIONER DOUGHERTY: Didn't we just have one?

COMMISSIONER CRIPPEN: Didn't we just have one? I'm confused.

MR. ROGERS: You had a REAC inspection. But what I'm doing is I'm hiring a contractor that is going to inspect our properties prior to the REAC inspection.

COMMISSIONER CRIPPEN: What is the date for the next REAC?
MS. GROSS: We don't know yet.

COMMISSIONER CRIPPEN: This is more theoretically ahead of the next --

MR. ROGERS: Well, the next REAC inspection should be no later than -- when was our last REAC inspection?

MS. GROSS: That was in January or February.

MR. ROGERS: It's either going to be in November, December, January at the latest. I'd like to prepare for that REAC inspection. What I'd like to do is send some of our people to a class to be more observant what REAC is looking for. Most of our guys are qualified for that, but the new ones I'd like to have them so when they go into an apartment, oh, REAC, is going to get us on that. And if we have the inspectors come in approximately four months in advance of our next inspection, then we will have four months to address all the work orders that this inspector generates.

COMMISSIONER CRIPPEN: Are you going to receive proposals from various vendors or --

MR. ROGERS: Because of the short time frame, I'd like to use this one, which I'm very
comfortable with, and next year we will go out
and get proposals.

COMMISSIONER CRIPPEN: Do you have the
name of that vendor?

MR. ROGERS: I didn't bring it with me.


Again I apologize, I should have brought it with
me. I've got the proposal on my --

CHAIRMAN CHERELLO: Did I overhear you
say it's approximately $6,000 for that?

MR. ROGERS: Yes, not to exceed $6,000.

COMMISSIONER DOUGHERTY: Joe, is there a
threshold of cost that we have to go out to bid
for?

MR. MANFREDI: The New Jersey bid
threshold is $17,500. We don't have a qualified
purchasing agent. So under $6,000, as Mr.
Rogers said, we solicit quotes, we document the
file that we secured them based on the scope of
service, and then the board has to approve him
to retain the firm. And I spoke to Mr. Rogers
about securing the quotes and proceeding ahead.

COMMISSIONER DOUGHERTY: But this is
just the one company we've received the quote
from at this point because of the time frame.
MR. ROGERS: Yes.

CHAIRMAN CHERELLO: And once we establish a purchasing agent we move up to the higher threshold?

MR. MANFREDI: You can. It's not always recommended, but you can.

CHAIRMAN CHERELLO: We were doing that, weren't we?

MR. MANFREDI: We were.

MR. ROGERS: If I'm allowed to say it, when you have a certified purchasing agent, all you're really doing is increasing the threshold up to I think $35,000.

MR. MANFREDI: 36.

MR. ROGERS: It kind of lends itself to less transparency on the part of management with the board.

COMMISSIONER DOUGHERTY: I think in the future I'd like to see several bids though, rather than just one.

COMMISSIONER VITOLO: I think what you're hearing is, you know, you're still new to us, and it sounds okay, but we're not 100 percent sure. We want to make sure we can do it. And that we're not breaching any of our
responsibilities here. That's all.

COMMISSIONER WHITE: Under new business, I don't know if you need to go into closed session, I would like to talk about our commissioner board as to whether or not we are in compliance at this time with the HUD rules and regulations.

MR. MANFREDI: I would suggest, commissioner, and Mr. Chairman, we discuss that in closed session.

MR. ROGERS: I have a couple of more items. The computer contract, that is urgent to keep our system going. And again, I'm relying on the computer individual that the previous -- or the employees previously approved, and they still would like to bring him back. And I had to get a new computer through this firm, and we had some additional work done in the accounting department. I really don't have time to go out for bid for that, but I will next year.

CHAIRMAN CHERELLO: So that's considered an emergency?

MR. ROGERS: Yes.

MR. MANFREDI: Apparently the vendor was not performing, and we secured a program for
accounting that I guess through another vendor, 
the accountant, Mr. Rogers had reported to me 
that I have been using his personal email 
computer because he didn't have one for several 
weeks.

CHAIRMAN CHERELLO: I don't have a 
problem with that. If anyone has a problem just 
speak up.

COMMISSIONER WHITE: No, I don't have a 
problem with that.

COMMISSIONER DOUGHERTY: If we can 
handle something like that the same way as the 
inspectors for the next --

MR. MANFREDI: We are under the bid 
threshold, so to my knowledge this firm has been 
very competitive, because it was our prior 
consultant prior to the recommendation from the 
vendor, so we would engage in a solicitation of 
quotes. But in that case if the board approves 
it, Mr. Rogers can evaluate from the standpoint 
of price and the most qualified firm.

MR. ROGERS: And Mr. Manfredi's office, 
I already have a contract from him. His office 
will be reviewing that contract before I sign 
them.
And I apologize, I have three more items. We lost a part-time employee a couple months ago, and we'd like to replace that part-time employee with another part-time employee. Pays $10.00 an hour. And their primary duties, I think they work approximately five hours a day, and their primary duties is to clean up Manahan Village, pick up Manahan Village.

COMMISSIONER WHITE: Will that be another resident? I know we had a resident doing it.

MR. ROGERS: No, it's not.

COMMISSIONER WHITE: It's not?

MR. ROGERS: I'm a big believer in hiring residents, and next time we will.

COMMISSIONER HOLMAN: Do you already have an applicant for the position?

MR. ROGERS: Yes.

COMMISSIONER WHITE: Is he at least from Morristown?

MR. POUNDER: No.

CHAIRMAN CHERELLO: We did authorize the hiring of a part-time employee, another part-time employee several months ago to pick up
the slack. So I mean --

MR. ROGERS: This is replacing one the
of them?

CHAIRMAN CHERELLO: Yes, replacing one
of them.

COMMISSIONER DOUGHERTY: Was the last
one a resident?

COMMISSIONER WHITE: Yes, it was.
That's not the one we authorized. We authorized
two part-timers somewhere else, but not the one
they're talking about now. That was a resident.
And I think he should have been replaced with
one. But that's my personal opinion.

MR. POUNDER: I tried to get a
resident. I couldn't find one.

COMMISSIONER WHITE: How did you do it?
Did you send out flyers? Did the people know?

MR. POUNDER: I went to some of the
residents that helped us during the snow and the
pick-ups, and none of them really responded.

COMMISSIONER DOUGHERTY: I agree with
having a resident, or at very least a resident
of Morristown.

MR. MANFREDI: Can I recommend to the
board not to discuss this?
COMMISSIONER DOUGHERTY: Can we hold off on that?

MR. MANFREDI: We can address it in closed session. There's still further concerns of the board.

COMMISSIONER DOUGHERTY: Okay.

MR. ROGERS: The other two items I have, I've evaluated the county function.

MR. MANFREDI: Let's do that in closed session as well since it's an RFP. Same thing.

MR. ROGERS: That's all I have.

COMMISSIONER DOUGHERTY: Thank you, sir.

CHAIRMAN CHERELLO: We have now come to second public comment. Anyone would like to say anything, please step up and give your name.

All right. Seeing none, we will move on to mayor's comments, who isn't here. And then we will move on to council liaison's comments or questions.

MS. HARRIS: I have nothing to report back from town, but my question is regarding the rent increase. Should I even mention it? And our meeting is tomorrow. Maybe I should hold off until we have that meeting, because I don't want to be -- because it will be televised.
MR. MANFREDI: I agree, yes.

Councilwoman, let us get you the information and council the information, and also let you know as soon as we can when Mr. Rogers is going to hold the public hearing so we can make sure you're updated in advance, fully updated.

MS. HARRIS: Okay.

COMMISSIONER VITOLO: I would recommend making a simple fact sheet that's consistent that we give out. I wouldn't do ad hoc. Just a fact sheet.

MR. ROGERS: That was my plan.

MS. HARRIS: That was it.

CHAIRMAN CHERELLO: I guess on the side if you happen to be chit-chatting with somebody you can --

MS. HARRIS: I don't think I'm going to do that. When you say one thing it just runs --

CHAIRMAN CHERELLO: Okay. At this time I'd like to have a motion to go into closed session.

COMMISSIONER DOUGHERTY: I'll move it.

COMMISSIONER HOLMAN: Second.

CHAIRMAN CHERELLO: Roll call, please.

(Roll call was taken with all voting in
CHAIRMAN CHERELLO: Thank you everyone for attending the meeting tonight, and we will go into closed session.

(Closed session takes place.)

(Open session recommences.)

MR. MANFREDI: We have two resolutions after closed session. I will read them into the record.

MS. GROSS: The next one would be ten.

MR. MANFREDI: I'm going to say 2015-10 would be the resolution for hiring Geltrude & Company as the Morristown Housing Authority fee accountant.

COMMISSIONER DOUGHERTY: I'll move it.

CHAIRMAN CHERELLO: Second.

MS. GROSS: Roll call.

(Roll call was taken with all voting in favor.)

MR. MANFREDI: The next one is 2015-11, which is the resolution to award the contract to LAN Associates.

COMMISSIONER DOUGHERTY: I'll move it.

COMMISSIONER HOLMAN: Second.

CHAIRMAN CHERELLO: Roll call.
(Roll call was taken with all voting in favor.)

CHAIRMAN CHERELLO: Motion to adjourn.

COMMISSIONER DOUGHERTY: So moved.

COMMISSIONER HOLMAN: Second.

(Proceedings were adjourned.)