

**Board of Commissioners – Housing Authority of the Town of Morristown
Zoom Meeting Minutes**

May 24, 2021

Board of Commissioners

Maureen Denman, Chairwoman
Luma Oweis, Vice Chair
Nathan Umbriac, Commissioner
Martha Ballard, Commissioner – Joined Late
Eva Turbiner, Commissioner
Nohemy Zabala, Commissioner
Tina Lindsey, Commissioner

Housing Authority

Keith Kinard, Executive Director
Allison Durham, Deputy Director
Frank Borin, Esq., DeCotiis, FitzPatrick & Cole, LLP
Diana Smith, Chief Financial Officer

Town of Morristown Officials

Mayor Timothy Dougherty – Absent
Pastor David Silva, Council Liaison - Absent

Call to Order

Chairwoman Denman called the meeting to order at 6:02 p.m. The meeting was properly noticed under the New Jersey Open Public Meetings Act. Roll call was taken and Chairwoman Denman, Commissioners Umbriac, Oweis, Turbiner, Zabala and Lindsey were present. The flag was saluted.

Moment of Silence Observed

Approval of Minutes - April 26, 2021

Upon a motion by Commissioner Umbriac and seconded by Commissioner Oweis, the minutes of the April 26, 2021 Board Meeting were approved. Chairwoman Denman, Commissioners Umbriac, Oweis, Turbiner, Zabala, and Lindsey voted in favor.

Executive Director Report

Mr. Kinard reported on the following items: 1. Several meetings were held with Manahan Village residents to discuss the RAD program and the plans for the site. Residents had great questions and their input is important to the success of the program. The senior buildings are slated for renovations first. HUD requires a concept call to review the RAD plans which was held May 11. The Authority has to hold more update meetings with the seniors now that the concept call was held but before the financial plan is submitted to HUD. A resolution is being prepared related to RAD for the June Board meeting. 2. The Authority is in the process of procuring a relocation specialist firm to work with the residents during the construction phase of RAD. This firm will

help to ensure residents needs are met including but not limited to transportation, moving services, or temporary relocation efforts. 3. The Authority is reviewing the re-start of senior programs in a controlled manner. We hope to start rolling out programming such as bingo, the nutrition center lunch, and other events in a responsible manner. The Mayo Performing Arts Center is planning outdoor entertainment starting in June. 4. The Authority is making progress in leasing up the vacant units in our senior buildings and at Manahan Village despite being down one property manager out on maternity leave. The Authority opened for Manahan applications in June 2020 and senior sites in April 2021. In order to get many of the vacant units ready at Manahan that require extraordinary repair work one of our general construction contractors will take on the task of making them ready for leasing. The Authority anticipates that Ann Street will be fully occupied by the end of June and the other buildings will follow thereafter as we strive to reach 95% occupied authority-wide.

Board Committee Reports

Commissioner Umbriac noted that the Board Finance Committee met and received a budget variance report. The committee received clarification on the RFP process and other processes of the Agency. Chairwoman Denman stated she appreciated the breakdown of the RFPs and the status of them.

Old Business

None.

Schedule of Bills - Approved

Upon a motion by Commissioner Ballard and seconded by Commissioner Umbriac, the Schedule of Bills was approved. Chairwoman Denman, Commissioners Oweis, Umbriac, Ballard, Turbiner, Zabala and Lindsey voted in favor.

Resolutions

- 2021-018 Resolution: Landscape and snow service Contract

Motion to Approve by Commissioner Umbriac and seconded by Commissioner Oweis. Chairwoman Denman, Commissioners Oweis, Umbriac, Ballard, Turbiner, Zabala and Lindsey voted in favor.

- 2021-019 Resolution: Mechanical Systems Contract

Motion to Approve by Commissioner Ballard and seconded by Commissioner Umbriac. Chairwoman Denman, Commissioners Oweis, Umbriac, Ballard, Turbiner, Zabala and Lindsey voted in favor.

- 2021-020 Resolution: Electricity Supply Contract

Motion to Approve by Commissioner Umbriac and seconded by Commissioner Oweis. Chairwoman Denman, Commissioners Oweis, Umbriac, Ballard, Turbiner, Zabala and Lindsey voted in favor.

New Business

Chairwoman Denman asked the Commissioner to consider changing the monthly Board Meeting day of the week. Commissioner Turbiner and Ballard have other obligations and Commissioner Umbriac was okay with potentially changing the day. Commissioner Umbriac asked when the

Board plans to meet again in person. Chairwoman Denman noted that it will be based on an announcement of Governor Murphy and other governmental offices plan.

Public Comments

Commissioner Umbriac made a motion to leave business session and open public session; Commissioner Oweis seconded the motion. Chairwoman Denman, Commissioners Oweis, Umbriac, Ballard, Turbiner, Zabala and Lindsey voted in favor. The Public Notice was read into the record.

- Ms. Frances Robinson Rowe, 33-06 Clyde Potts Drive: Happy to hear property going to be taken care of at Manahan by landscaper. Asked, what is going to be done about all the fighting happening at Manahan Village. Commissioner Denman stated the police should be called when there is a problem. Ms. Rowe asked how will the Authority help to fix the problem. Mr. Kinard that the first line of defense is the police. The first people to see the issues are the residents of the community who is to call the police as they are empowered to handle public safety. Also, some of the people there don't live there and are friends of residents. It is not strangers causing trouble.
- Lenora Scott, Represent Zeller Homewood, 29 Ann Street. Asked how to get information on the Board Meetings. Chairwoman Denman stated that meetings are always held on the 4th Monday of the month and to check the website for further information.
- With no further public comments, Chairwoman Denman asked for motion to end public session and return to business session. Commissioner Umbriac motioned and Commissioner Ballard seconded. Chairwoman Denman, Commissioners Oweis, Umbriac, Ballard, Turbiner, Zabala and Lindsey voted in favor.

Mayor's Comments

Absent

Council Liaison's Comments

Absent

Adjournment

Chairwoman Denman thanks Commissioner Turbiner, Zabala and Lindsey for being diligent on taking their required State classing. With no further business, the meeting was adjourned by Chairwoman Denman at 6:42 p.m.



Housing Authority of the Town of Morristown

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To: Keith Kinard, Executive Director

From: Huu Dang, Comptroller

Date: May 12, 2021

Re: **Schedule of Bills**

Attached is the Schedule of Bills for unpaid bills *entered* as of May 12, 2021 to be approved at the Board of Commissioners meeting on May 24, 2021.

cc: Board of Commissioners