

**OLD BRIDGE TOWNSHIP HOUSING AUTHORITY
&
REDEVELOPMENT AGENCY**

MINUTES OF THE REGULAR MEETING

February 28, 2014

The Regular Meeting commenced at 7:00 p.m. with a Salute to the Flag.

ROLL CALL:

COMMISSIONERS PRESENT: Reginald Butler, Chairman
 Dupre Anderson
 Brenda Dunlop
 Lance Hilfman
 Ramon Paulino
 Bethany Rocque-Romaine
 Mary Spina

COMMISSIONERS ABSENT: None

ALSO ATTENDING: Eric Chubenko, Interim Executive Director
 Lawrence Stratton, Director of Operations
 Thomas Downs, Esq.

APPROVAL OF MINUTES:

A motion was made to approve the minutes of April 16, 2013 by Lance Hifman, seconded by Ramon Paulino and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Hilfman, Paulino, Butler.

NAYS: None.

ABSTAIN: Dunlop, Rocque-Romaine, Spina.

A motion was made to approve the minutes of September 17, 2013 by Bethany Rocque-Romaine, seconded by Mary Spina and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Hilfman, Rocque-Romaine, Spina, Butler.

NAYS: None.

ABSTAIN: Paulino.

A motion was made to approve the minutes of October 15, 2013 by Ramon Paulino, seconded by Mary Spina and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Paulino, Spina, Butler.

NAYS: None.

ABSTAIN: Dunlop, Hilfman, Rocque-Romaine.

BILL LIST:

A motion was made to approve the following OBTHA Bill Lists by Brenda Dunlop and seconded by Bethany Rocque-Romaine:

November 2013	-	\$152,590.08
December 2013	-	\$156,998.09
January 2014	-	\$158,303.05
February 2014	-	\$149,785.24

Upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Hilfman, Paulino, Rocque-Romaine, Spina, Butler.

NAYS: None.

REPORTS:

Eric Chubenko, Interim Executive Director

Mr. Chubenko stated that he along with Messrs. Butler, Stratton, Noble, and Downs met with the Mayor Henry, Township Legal Counsel, and CFO Himanshu Shah to follow up on proposals submitted to the Township of Old Bridge to assist with the affordable housing monies the township has. One of the two proposals was for a Hope Loan and Grant Program; the second for a rental assistance program similar to the Federal Section 8 Program.

There was a misunderstanding on the part of the Township as to the Authority's role in connection with these funds. As a result of this meeting, the Township now understands the Authority's willingness to work with the program for additional housing resources as well as to assist with sustaining the Authority's financial operations.

Mr. Furlong will review the finances with Mr. Shah to determine how large of a program, if approved, the Authority may be able to undertake.

Lawrence Stratton, Director of Operations
No Report.

Thomas Downs, General Counsel
No Report.

COMMUNICATIONS:
None.

RESOLUTIONS:

A motion to approve Resolution No. 2014-01 – Adopt Payment Standards Retroactive to January 1, 2014 was made by Ramon Paulino, seconded by Bethany Rocque-Romaine and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Hilfman, Paulino, Rocque-Romaine, Spina, Butler.

NAYS: None.

A motion to approve Resolution No. 2014-02 – Appoint a Fund Commissioner was made by Bethany Rocque-Romaine, seconded by Mary Spina and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Hilfman, Paulino, Rocque-Romaine, Spina, Butler.

NAYS: None.

UNFINISHED BUSINESS:
None.

NEW BUSINESS:
None.

COMMENTS FROM COMMISSIONERS:

Mrs. Spina announced that she successfully completed the course entitled “Legal Issues”.

Mr. Butler welcomed the Commissioners back after a long hiatus due to inclement weather conditions.

Mr. Stratton stated that the NJ NAHRO conference will be held April 23, 24 and 25, 2014 in Atlantic City. He encouraged the Commissioners to call Debbie Deardorff as soon as possible if they plan to attend.

PUBLIC PORTION:

Mr. Raria, a Section 8 landlord, and new owner of Carriage Pointe addressed the Commissioners with respect to raising rent to a fair market value.

Mr. Chubenko stated that he has had conversations with Mr. Raria. He does not want to see affordable units fall by the wayside, but the Authority has constraints. This is also a Township of Old Bridge issue because a Rent Control Board is in existence, and there is a rent "cap". Based on fair market rents and the actual amount of money being charged for the units, he sees no problem with an increase because of how low the current rents are.

He has directed Mr. Raria to go to the Rent Control Board.

Mr. Downs stated that there is a procedure to be followed and an application has to be filed.

Mr. Chubenko stated that if the Rent Control Board allowed the exception, the Authority would also allow the exception.

Mrs. Rocque-Romaine stated that she supported asking the Rent Control Board to assist Mr. Raria.

ADJOURNMENT:

A motion to approve adjournment at 7:40 p.m. was made by Ramon Paulino, seconded by Bethany Rocque-Romaine and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Hilfman. Paulino, Rocque-Romaine, Spina, Butler.

NAYS: None.


Lawrence Stratton, Acting Secretary

**OLD BRIDGE TOWNSHIP HOUSING AUTHORITY
&
REDEVELOPMENT AGENCY**

MINUTES OF THE REGULAR MEETING

MARCH 18, 2014

The Regular Meeting commenced at 7: 06 p.m. with a Salute of the Flag.

ROLL CALL:

COMMISSIONERS PRESENT: Lance Hilfman, Vice Chairman
Dupre Anderson
Brenda Dunlop
Bethany Rocque-Romaine
Mary Spina

COMMISSIONERS ABSENT: Reginald Butler, Chairman
Ramon Paulino

ALSO ATTENDING: Eric Chubenko, Interim Executive Director
Thomas Downs, Esq. General Counsel
Thomas Furlong, Fee Accountant

APPROVAL OF MINUTES:

A motion was made to approve the minutes of February 18, 2014 by Bethany Rocque-Romaine, seconded by Mary Spina and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Rocque-Romaine, Spina, Hilfman.

NAYS: None.

ABSENT: Butler, Paulino.

BILL LIST:

A motion was made to approve the following OBTHA Bill List by Mary Spina and seconded by Bethany Rocque-Romaine:

March 2014 - \$163,103.06

Upon roll call vote the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Rocque-Romaine, Spina, Hilfman.

NAYS: None.

ABSENT: Butler, Paulino.

REPORTS:

Eric Chubenko, Interim Executive Director

Mr. Chubenko stated that the preliminary numbers from HUD are not great, but not as bad as last year. As of today, he has not heard back from the Township of Old Bridge with respect to the proposal to administer the entire program as well as the rental assistance program. It is up to the administration's discretion as to the use of the funds.

Thomas Downs, General Counsel
No Report.

Thomas Furlong, Fee Accountant

Mr. Furlong after wishing the Commissioners a Happy New Year stated that the 2014 budget would be introduced this evening. It will be sent to the DCA which has forty-five days to review the budget. At the meeting of May 20, 2014, the budget will be adopted.

The year 2013 was a difficult year for housing authorities because funding was at the lowest level ever. It appears that HUD funding will be better for 2014. Because of budget cuts last year, the number of units was scaled back. Twelve were lost, but it appears that the number of vouchers will be restored to what existed in 2012. If no action is taken now, next year's funding is based on 2014 expenditures. His suggestion is to add units now, and scale back later if necessary.

Mr. Chubenko reminded the Commissioners that a simple attrition rate exists due to deaths, relocation or termination. He estimated that four to five percent of vouchers will be lost. It is a shame that three months into the year, the subsidy number is still not known.

Mr. Furlong stated that administration fees are based on the number of units leased which will aid in the funding for 2015. The one "pot" of money that is not certain is the administration fees. Last year we received the lowest amount for administration costs – sixty-nine percent of the entitlement (a cut of 31%). We have not received one hundred percent of entitlement in five or six years. Most of that is due to sequestration and the fact that the federal government did not come to a budget consensus. This year

we will have a cut in excess of thirty-one percent. The hope is that the numbers will be that of 2012 with a cut of seventeen percent which will put the Housing Authority in good shape not having to cut anything, but that is optimistic. We are better than last year, but not as good as two years ago. In the first three months of this year, HUD has given the Housing Authority seventy-five percent of the entitlement. If this holds, it means that only a six percent increase is received, and at least a ten percent cut will have to be made in the budget. HUD has only provided funding through March which usually means that final funding should be expected soon.

Mrs. Spina asked if there were a way to appeal the amount of funding.

Mr. Furlong responded that it was not possible to appeal.

COMMUNICATIONS:

None.

RESOLUTION:

A motion to approve Resolution No 2014-03 – Introduction of Budget was made by Bethany Rocque-Romaine, seconded by Mary Spina and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Rocque-Romaine, Spina, Hilfman.

NAYS: None.

ABSENT: Butler, Paulino.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

None.

COMMENTS FROM COMMISSIONERS:

Mrs. Rocque-Romaine inquired when the financial disclosure information would be available.

Mr. Chubenko stated that he had not yet received a notice, but all forms will be filed electronically.

PUBLIC PORTION:

Seeing no hands, Vice Chairman Hilfman closed the public portion.


ADJOURNMENT:

A motion to approve adjournment at 7:27 p.m. was made by Bethany Rocque-Romaine, seconded by Mary Spina and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Rocque-Romaine, Spina, Hilfman.

NAYS: None.

ABSENT: Butler, Paulino.



Lawrence Stratton, Acting Secretary

**OLD BRIDGE TOWNSHIP HOUSING AUTHORITY
&
REDEVELOPMENT AGENCY**

MINUTES OF THE REGULAR MEETING

April 15, 2014

The Regular Meeting commenced at 7:05 p.m. with a Salute of the Flag.

ROLL CALL:

COMMISSIONERS PRESENT: Reginald Butler, Chairman
Lance Hilfman, Vice Chairman
Dupre Anderson
Bethany Rocque-Romaine
Mary Spina

COMMISSIONERS ABSENT: Brenda Dunlop
Ramon Paulino

ALSO ATTENDING: Eric Chubenko, Interim Executive Director
Lawrence Strattor, Director of Operations
Thomas Downs, Esq. General Counsel
Thomas Furlong, Fee Accountant

APPROVAL OF MINUTES:

None.

BILL LIST:

A motion was made to approve the following Bill List by Bethany Rocque-Romaine and seconded by Mary Spina:

March 2014 - \$159,761.01

Upon roll call the Ayes and Nays were as follows:

AYES: Hilfman, Paulino, Rocque-Romaine, Spina, Butler.

NAYS: None.

ABSENT: Anderson, Dunlop.

REPORTS:

Eric Chubenko, Interim Executive Director

Mr. Chubenko announced that the OBTHA website was up to date with agendas, minutes, resolutions, audits, budgets and the public notification for the year. There is no link on the Township of Old Bridge site.

Lawrence Stratton, Director of Operations

Mr. Stratton stated that the resolution before the commissioners, "2014 Amendment to Old Bridge Housing Authority Personnel Policies and Procedures Manual", is required by the MEL and will lower the insurance deductible from \$25,000 to \$10,000. He encouraged each Commissioner to visit a website to participate in a training session which will result in a \$500 savings for the Housing Authority.

Thomas Downs, General Counsel

Mr. Downs stated that once the resolution amending the OBTHA personnel policies is approved, he will review the documents so that the Housing Authority will receive the reduction in premium.

Thomas Furlong, Fee Accountant

Mr. Furlong stated that the budget as approved by the Commissioners has been sent to the State, and thus far, there have been no comments. His assumption is that the budget will be adopted in May.

HUD has not finalized the administration fees for 2014, but the "numbers" have been disclosed, and although they are better than last year, they are not as good as he had anticipated. The increase in revenues is between 6% and 7%. Based on his projections, the money the OBTHA will receive will not cover the budget amount. Therefore, he will be reducing about 10% of the anticipated costs. One of the areas he is looking into is the contract with South Amboy hoping that cuts can be made to make the 10% feasible. He will also be reviewing the contracts with the professionals.

Mrs. Spina stated that she read about a grant from the State to housing authorities.

Mr. Stratton stated that this grant is referred to as a "Capital Improvement Program" for which there is no application.

Mr. Chubenko stated that this is a part of the subsidy. Any town that has public housing gets capital funds as long as the necessary documents are submitted. There is then a capital fund allocation in addition to the operating and Section 8 subsidies. The article in the newspaper is misleading.

Mr. Stratton stated that the OBTHA has no public housing, and therefore, does not get this grant. This grant is for capital improvements, i.e., roofs, parking lots, windows, furnaces, etc.

COMMUNICATIONS:

None.

RESOLUTION:

A motion to approve 2014-04-2014 Amendments to Old Bridge Housing Authority Personnel Policies and Procedures Manual and its Employee Handbook was made by Ramon Paulino, seconded by Mary Spina and upon roll call the Ayes and Nays were as follows:

AYES: Hilfman, Paulino, Rocque-Romaine, Spina, Butler.

NAYS: None.

ABSENT: Anderson, Dunlop.

Prior to the roll call vote the following discussion took place.

Mrs. Rocque-Romaine questioned the sentence in the introduction: “Old Bridge housing officials and employees are to report anything perceived to be improper.” She questioned whether this should be a “shall” or “will”.

Mr. Stratton stated that it could be both.

UNFINISHED BUSINESS:

Mr. Stratton stated that he and the OBTHA staff cleaned the office. Documents have either been stored or destroyed in the manner prescribed.

NEW BUSINESS:

None.

COMMISSIONERS COMMENTS:

Mr. Hilfman brought the Domestic Violence Leave Act to the attention of the Commissioners.

Mr. Stratton stated that Domestic Violence Leave Act is incorporated in the employee handbook.

Mr. Chubenko stated that although information regarding financial disclosure forms has not yet been disclosed, the forms will have to be completed on line.

Mr. Paulino stated that the website for the OBTHA is “www.oldbridgehousing.com”.

Mr. Butler stated that he will be discussing affordable housing with the Mayor and Business Administrator. Each developer must dedicate about ten units to affordable housing. He is attempting to identify the sixteen complexes throughout the Township to know when units are available.

Mr. Stratton stated that the waiting list may be reopened next month. He briefly explained the application process.

OPEN TO PUBLIC:

Seeing no hands Chairman Butler closed the public portion.

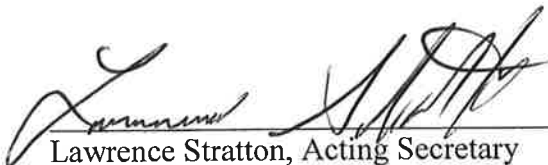
ADJOURNMENT:

A motion to adjourn at 7:35 p.m. was made by Bethany Rocque-Romaine, seconded by Mary Spina and upon roll call the Ayes and Nays were as follows:

AYES: Hilfman, Paulino, Rocque-Romaine, Spina, Butler.

NAYS: None.

ABSENT: Anderson, Dunlop.


Lawrence Stratton, Acting Secretary

**OLD BRIDGE TOWNSHIP HOUSING AUTHORITY
&
REDEVELOPMENT AGENCY**

**REORGANIZATION AND REGULAR MEETING
May 20, 2014**

The Reorganization Meeting commenced at 7:00 p.m. with a Salute to the Flag.

ROLL CALL:

COMMISSIONERS PRESENT: Dupre Anderson
Reginald Butler
Brenda Dunlop
Lance Hilfman
Ramon Paulino
Bethany Rocque-Romaine

COMMISSIONERS ABSENT: Mary Spina

ALSO ATTENDING: Lawrence Stratton, Director of Operations
Eric Chubenko, Interim Executive Director
Mark Noble, Acting Director
Thomas Downs, Esq. General Counsel
Thomas Furlong, Fee Accountant

NOMINATION FOR CHAIRPERSON PRO TEMP:

A motion to nominate Eric Chubenko as Chairperson Pro Temp was made by Bethany Rocque-Romaine, seconded by Dupre Anderson. The motion was approved by an ALL AYES vote.

NOMINATION FOR CHAIRPERSON:

A motion to nominate Reginald Butler as Chairperson of the Old Bridge Township Housing Authority and Redevelopment Agency was made by Lance Hilfman, seconded by Brenda Dunlop and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Hilfman, Paulino, Rocque-Romaine, Butler

NAYS: None.

ABSENT: Spina.

NOMINATION FOR VICE CHAIRPERSON:

A motion to nominate Lance Hilfman as Vice Chairperson was made by Chairman Butler, seconded by Bethany Rocque-Romaine and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Paulino, Rocque-Romaine, Butler.

NAYS: None.

ABSTAIN: Hilfman.

ABSENT: Spina.

NOMINATION OF OFFICIAL NEWSPAPER AND BANK DEPOSITORY

A motion to nominate the Home News Tribune as the official newspaper and Amboy Bank as depository was made by Bethany Rocque-Romaine, seconded by Dupre Anderson and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Hilfman, Paulino, Rocque-Romaine, Butler.

NAYS: None.

ABSENT: Spina.

CLOSE REORGANIZATION MEETING:

A motion to close the Reorganization Meeting at 7:05 p.m. was made by Lance Hilfman, seconded by Ramon Paulino and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Hilfman, Paulino, Rocque-Romaine, Butler.

NAYS: None.

ABSENT: Spina.

CONVENE REGULAR MEETING:

A motion was made to convene the Regular Meeting at 7:06 p.m. by Bethany Rocque-Romaine, seconded by Brenda Dunlop and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Hilfman, Paulino, Rocque-Romaine, Butler.

NAYS: None.

ABSENT: Spina.

APPROVAL OF MINUTES:

A motion was made to approve the minutes of April 15, 2014 by Bethany Rocque-Romaine, seconded by Ramon Paulino and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Paulino, Rocque-Romaine, Butler.

NAYS: None.

ABSTAIN: Hilfman.

ABSENT: Spina.

BILL LIST:

A motion was made to approve the OBTHA Bill List of May 2014 in the amount of \$14,734.26 by Bethany Rocque-Romaine, seconded by Brenda Dunlop and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Hilfman, Paulino, Rocque-Romaine, Butler.

NAYS: None.

ABSENT: Spina.

REPORTS:

Eric Chubenko, Interim Director

Mr. Chubenko stated that the budget may not be adopted prior to sixty days before the end of the budget cycle. The net restricted assets may affect the cash flow position. There is a federal mandate that will necessitate taking the available "pool" of money for purposes of cash flow. This will affect the timing of payments.

A motion to accept the report of the Interim Director was made by Lance Hilfman, seconded by Bethany Rocque-Romaine and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Hilfman, Paulino, Rocque-Romaine, Butler.

NAYS: None.

ABSENT: Spina.

Mark Nobel, Acting Director

None.

Lawrence Stratton, Director of Operations

None.

Thomas Downs, Esq., General Counsel

None.

Thomas Furlong, Fee Accountant

Mr. Furlong stated that there is a resolution on this agenda to adopt the budget. An e-mail has been received from the State authorizing the approval of the budget this evening. The State is reviewing the website of all the housing authorities very intently for content.

HUD is taking back the net restricted assets which is landlord subsidy money, not reserve money. If this money is not used in one year, the State will restrict housing authorities from holding that money. When the money is needed, a formal request must be submitted. This will result in an adjustment of payment schedules.

Mr. Butler asked if there would be a reduction in the amount of money allocated to the Housing Authority.

Mr. Furlong stated that \$120,000 is received from the government each month, and there is \$50,000 in surplus. The problem is that there are monies expended on behalf of other housing authorities which is reimbursed. That money will not be received on the first of the month; it will be received gradually. This was never an issue because there was \$53,000 to cover this money.

COMMUNICATIONS:

None.

OPEN PUBLIC HEARING:

Chairman Butler opened a public portion for the purposes of discussing the budget. Seeing no hands Chairman Butler closed the public portion.

RESOLUTIONS:

It should be noted that Commissioner Hilfman recused himself from any discussion and from voting on Resolution No, 2014-05.

A motion to approve Resolution No. 2014-05 – Independent Auditor for Fiscal Audit Services was made by Bethany Rocque-Romaine, seconded by Brenda Dunlop and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Paulino, Rocque-Romaine, Spina.

NAYS: None.

ABSENT: Spina.

ABSENT PODIUM: Hilfman.

A motion to approve Resolution No. 2014-06 – Award Contract Fee Accounting Services was made by Bethany Rocque-Romaine, seconded by Ramon Paulino and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Hilfman, Paulino, Rocque-Romaine, Butler.

NAYS: None.

ABSENT: Spina.

A motion to approve Resolution No. 2014-07 – Award Contract General Legal Services was made by Bethany Rocque-Romaine, seconded by Lance Hilfman and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Hilfman, Paulino, Rocque-Romaine, Butler.

NAYS: None.

ABSENT: Spina.

A motion to approve Resolution No. 2014-08 – Award Contract Housing Management Technical Services was made by Brenda Dunlop, seconded by Ramon Paulino and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Hilfman, Paulino, Rocque-Romaine, Butler.

NAYS: None.

ABSENT: Spina.

A motion to approve Resolution No. 2014-09 – 2014/2015 Regular and Reorganization Meeting Schedule was made by Lance Hilfman, seconded by Bethany Rocque-Romaine and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Hilfman, Paulino, Rocque-Romaine, Butler.

NAYS: None.

ABSENT: Spina.

A motion to approve Resolution No. 2014-10 – Late Budget Submission was made by Bethany Rocque-Romaine, seconded by Ramon Paulino and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Hilfman, Paulino, Rocque-Romaine, Butler.

NAYS: None.

ABSENT: Spina.

UNFINISHED BUSINESS:

Mr. Paulino inquired about a proposed recent meeting with Mayor Henry.

Mr. Butler stated that the meeting has been rescheduled for the week of May 26th.

NEW BUSINESS:

Mr. Butler stated that Commissioner Spina has not been reappointed to the Housing Authority.

COMMENTS FROM COMMISSIONERS:

Mrs. Rocque-Romaine stated that she will be relocating from Middlesex County to Ocean County in the near future.

Mr. Hilfman expressed his appreciation for the work performed by Mrs. Spina during her time spent serving on the Housing Authority board.

Mrs. Rocque-Romaine suggested a resolution be adopted expressing appreciation for Mrs. Spina's years of service to the Housing Authority.

Mr. Butler stated that Mrs. Spina has been an invaluable asset to the Housing Authority.

He added that he uncovered an official joint resolution of the Senate and General Assembly on the opening of the Costello Building which he intends to display at that location.

He thanked all the Commissioners for their dedication and commitment and expressed his sadness on Mrs. Rocque-Romaine's relocation.

PUBLIC PORTION:

Ms. Weinberger (resident at Maher Manor) stated that she would like an explanation as to the relationship between the Housing Authority and Penrose Properties.

Mr. Downs stated that the Housing Authority sponsored the construction of the building. Penrose, through a lease/purchase agreement, currently owns and manages the building. There have been a few occasions when representatives of the Housing Authority have interceded for the residents to Penrose Properties. However, there is a manager on the premises.

Ms. Zino (resident at Maher Manor) requested information regarding Section 8. She also stated that construction at the hospital begins at 5:00 a.m.

Mr. Butler referred her to the Code of the Township of Old Bridge to ascertain the legal start time for heavy construction equipment use.

Ms. Zino asked how often and to what percent Penrose may raise rents.

Mr. Downs stated that in order for any landlord to raise a rent, he/she must appear before the Rent Stabilization Board unless an increase should be as a result of a problem with its funding program. The Housing Authority does not set rents.

Mr. Chubenko stated that the Housing Authority is making payment on behalf on approximately two hundred Section 8 vouchers, a handful of which are in this building. The Housing Authority is not the landlord, but merely a subsidiary arm. The Housing Authority will review a recent increase to make certain that it is reasonable.

Ms. Zino asked when Section 8 will be open in Old Bridge.

Mr. Stratton responded that a list will be opened and posted in the Home News Tribune. He suggested that she call into the office of the Housing Authority to inquire about the posting of the advertisement.

Ms. Zino asked for the income parameters.

Mr. Stratton stated that Section 8 is available to anyone and eligibility is based on income. He explained that there is a formula used to determine eligibility.

Mrs. Rocque-Romaine added that the number of vouchers available is contingent upon money received from Congress.

Mr. Butler stated that a meeting has been scheduled with the business administrator of the Township of Old Bridge to discuss affordable housing.

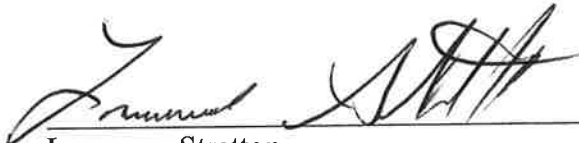
ADJOURNMENT:

A motion to approve adjournment at 7:342 p.m. was made by Ramon Paulino, seconded by Bethany Rocque-Romaine, and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Hilfman Paulino, Rocque-Romaine, Butler.

NAYS: None.

ABSENT: Spina.



Lawrence Stratton
Acting Secretary

**OLD BRIDGE TOWNSHIP HOUSING AUTHORITY
&
REDEVELOPMENT AGENCY**

MINUTES OF THE REGULAR MEETING

June 17, 2014

The Regular Meeting commenced at 7:05 p.m. with a Salute of the Flag.

ROLL CALL:

COMMISSIONERS PRESENT: Reginald Butler, Chairman
 Dupre Anderson
 Brenda Dunlop
 Ramon Paulino
 Bethany Rocque-Romaine
 Gina Talamo

COMMISSIONERS ABSENT: Lance Hilfman, Vice Chairman

ALSO ATTENDING: Eric Chubenko, Interim Executive Director
 Lawrence Stratton, Director of Operations
 Thomas Downs, Esq. General Counsel

APPROVAL OF MINUTES:

A motion was made to approve the minutes of May 20, 2014 by Ramon Paulino, seconded by Bethany Rocque-Romaine and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Paulino, Rocque-Romaine, Talamo, Butler.

NAYS: None.

ABSENT: Hilfman.

BILL LIST:

A motion was made to approve the following Bill List by Bethany Rocque-Romaine and seconded by Brenda Dunlop

June 2014 - \$159,255.31

Upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Paulino, Rocque-Romaine, Talamo, Butler.

NAYS: None.

ABSENT: Hilfman.

REPORTS:

Eric Chubenko, Interim Executive Director

Mr. Cheubenko stated that a Resolution No. 2014-11 – Open Section 8 HCV Waiting List - was to be voted upon this evening. This list will be opened to fifty individuals qualifying for residential preference only. The applications will be available on Tuesday, July 15, 2014, from 9:00 a.m. to 1:00 p.m. The advertisement will be placed in the newspaper early next week.

He added that the website has been updated with respect to vendors, minutes, the budget and the audit.

A motion to accept the Interim Executive Director's report was made by Bethany Rocque-Romaine, seconded by Brenda Dunlop upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Paulino, Rocque-Romaine, Talamo, Butler.

NAYS: None.

ABSENT: Hilfman.

Lawrence Stratton, Director of Operations

None.

Thomas Downs, Esq.

None.

COMMUNICATIONS:

None.

RESOLUTION:

A motion to approve 2014-11 – Open Section 8 HCV Waiting List was made by Bethany Rocque-Romaine, seconded by Ramon Paulino and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Paulino, Rocque-Romaine, Talamo, Butler.

NAYS: None.

ABSENT: Hilfman.

UNFINISHED BUSINESS:

Mr. Stratton announced that there was to be a correction in the minutes of May 2014 to reflect a change in the vote on Resolution No. 2014-05 - Independent Audit.

NEW BUSINESS:

None.

COMMISSIONERS COMMENTS:

The commissioners unanimously welcomed Gina Talamo to the Housing Authority.

Mrs. Rocque-Romaine announced that this would be her last meeting as a Commissioner on the Housing Authority. She will be moving out of the Township of Old Bridge.

Mrs. Talamo announced that her position on the board may be temporary due to a possible conflict of interest in relation to her current employment. A decision was expected to be rendered shortly.

Mr. Butler thanked Mrs. Rocque-Romaine for her years of dedicated service to the Housing Authority. He wished the Commissioners and safe and healthy summer.

OPEN TO PUBLIC:

Ms. Washington (Maher Manor) addressed the Commissioners with respect to a recent flood at Maher Manor. She fears a problem with mold growing in the building.

Mr. Chubenko explained that the Housing Authority has no jurisdiction within Maher Manor and recommended that Ms. Washington contact the Department of Health.

Seeing no further hands Chairman Butler closed the public portion.

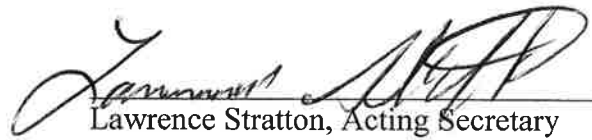
ADJOURNMENT:

A motion to adjourn at 7:30 p.m. was made by Bethany Rocque-Romaine, seconded by Dupre Anderson and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Paulino, Rocque-Romaine, Talamo, Butler.

NAYS: None.

ABSENT: Hilfman.


Lawrence Stratton, Acting Secretary

**OLD BRIDGE TOWNSHIP HOUSING AUTHORITY
&
REDEVELOPMENT AGENCY**

MINUTES OF THE REGULAR MEETING

October 21, 2014

The Regular Meeting commenced at 7:05 p.m. with a Salute of the Flag.

ROLL CALL:

COMMISSIONERS PRESENT: Reginald Butler, Chairman
 Lance Hilfman, Vice Chairman
 Dupre Anderson
 Brenda Dunlop
 Ramon Paulino
 Gina Talamo

COMMISSIONERS ABSENT: None

ALSO ATTENDING: Eric Chubenko, Interim Executive Director
 Mark Noble, Acting Director
 Thomas Downs, Esq., General Counsel
 Thomas Furlong, Fee Accountant

APPROVAL OF MINUTES:

A motion was made to approve the minutes of June 17, 2014 by Ramon Paulino, seconded by Brenda Dunlop and upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Hilfman, Paulino, Butler.

NAYS: None.

ABSTAIN: Talamo

BILL LIST:

A motion was made to approve the following Bill List by Dupre Anderson and seconded by Brenda Dunlop:

July 2014 - \$156,744.55

Upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Hilfman, Paulino, Butler.

NAYS: None.

ABSTAIN: Talamo.

A motion was made to approve the following Bill List by Brenda Dunlop and seconded by Lance Hilfman:

August 2014 - \$162,850.55

Upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Hilfman, Paulino, Butler.

NAYS: None.

ABSTAIN: Talamo.

A motion was made to approve the following Bill List by Ramon Paulino and seconded by Lance Hilfman:

September 2014 - \$163,523.37

Upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Hilfman, Paulino, Butler.

NAYS: None.

ABSTAIN: Talamo.

A motion was made to approve the following Bill List by Ramon Paulino and seconded by Brenda Dunlop:

October 2014 - \$166,543.60

Upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Hilfman, Paulino, Butler.

NAYS: None.

ABSTAIN: Talamo.

REPORTS:

Eric Chubenko, Interim Executive Director

Mr. Cheubenko stated that the audit was recently completed. The Agency and the Five-Year Plan is now a streamlined process for the agency.

A direct link between the Housing Authority and the Township of Old Bridge's website is about to come to fruition.

A motion to accept the Interim Executive Director's Report was made Chairman Butler and seconded by Lance Hilfman.

Upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Hilfman, Paulino, Butler.

NAYS: None.

ABSTAIN: Talamo.

Mark Noble, Acting Director

No Report.

Thomas Downs, Esq.

Mr. Downs stated that a letter was sent to HUD approximately six weeks ago regarding the status of Ms. Talamo as a Commissioner on the Housing Authority Board.

Mr. Downs reported that an attorney had submitted a request for the payroll records existing at the time of the construction of Maher Manor and the Costello building. It is his understanding that the Housing Authority was not involved in the construction of the building. He requested that the administration review the records pertaining to the Costello building to ascertain if there are any records involving payroll.

A motion to accept the Report of the Attorney was made by Chairman Butler and seconded by Ramon Paulino.

Upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Hilfman, Paulino, Butler.

NAYS: None.

ABSTAIN: Talamo.

Thomas Furlong, Fee Accountant

Mr. Furlong stated that the Commissioners would be certifying that they received a copy of the audit and reviewed the findings and recommendations page. The auditor reviewed the financial statements, internal controls and grants and found all to be in order and offered an “unmodified” opinion.

The current reserve amount is \$60,000. It is hoped that the HUD restoration of the subsidy level in 2014 will continue into 2015.

Mr. Furlong added that he will be presenting the 2015 budget next month. As a result of the new budget forms, each Commissioner will have to complete a questionnaire to satisfy the State’s efforts towards transparency.

A motion to accept the Report of the Fee Accountant was made by Brenda Dunlop and seconded by Ramon Paulino.

Upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Hilfman, Paulino, Butler.

NAYS: None.

ABSTAIN: Talamo.

RESOLUTION

A motion to approve Resolution No. 2014-12 Transmittal Form for Local Authorities of Audit was made by Ramon Paulino and seconded by Brenda Dunlop.

Upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Paulino, Butler.

NAYS: None.

ABSTAIN: Hilfman, Talamo.

A motion to approve Resolution No. 2014-13 Adopt Fiscal Year 2015 PHA Agency Plan and 5-Year Plan FYs 2015-2019 was made by Lance Hilfman and seconded by Brenda Dunlop.

Upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Hilfman, Paulino, Butler.

NAYS: None.

ABSTAIN: Talamo.

Prior to the roll call vote the following discussion took place.

Ms. Dunlop, referring to goals to be set, inquired at what level was customer satisfaction currently.

Mr. Chubenko stated that strives are continued to be made toward perfection and satisfaction of the residents.

Unfinished Business.

Mr. Downs, referring to Mrs. Talamo's position on the Housing Authority board until a decision by HUD is rendered, stated that the minutes of June 17, 2014 are to be amended to reflect an "abstention" vote on all matters on which Mrs. Talamo voted.

Mr. Paulino inquired about the list that was opened in July.

Mr. Chubenko stated that there were no issues or complaints.

New Business.

Chairman Butler reminded the Commissioners that 27.4 acres were purchased from the Township of Old Bridge with the intention to construct a one hundred unit homeless veteran facility.

Mr. Chubenko stated that currently there is no funding available for this purpose. Tax credits may be available, but that would depend on what is being built, etc. Several layers of funding would have to be in place, e.g., property, tax credits, capital from the entities involved, etc. It would have to be a team project.

Commissioners' Comments.

Mr. Hilfman wished Mr. Paulino good luck in his election as a member of the Board of Education.

Public Portion of Meeting.

Seeing no hands Chairman Butler closed the public portion.

Adjournment.



A motion to adjourn at 7:35 was made by Ramon Paulino and seconded by Lance Hilfman.

Upon roll call the Ayes and Nays were as follows:

AYES: Anderson, Dunlop, Hilfman, Paulino, Butler.

NAYS: None.

ABSTAIN: Talamo.



Lawrence Stratton, Acting Secretary