

HOUSING AUTHORITY OF THE BOROUGH OF HIGHLANDS

Ptak Towers

215 Shore Drive, Highlands, NJ 07732

October 23, 2018

REGULAR MEETING

Minutes of Public Portion

OPENING

Comm Goddard called the meeting to order at 5:30PM.

ROLL CALL

Present: Mae Rugg, Commissioner
Ida Tkoch, Commissioner
Dolores Francy, Commissioner
Ellen Williams, Commissioner
Ray Goddard, Commissioner
Gloria Miller, Chairperson

Also Present: Douglas G. Dzema, Executive Director
Renee DeMarco, Residential Operations Manager
Douglas Sabey, Construction Inspector
John Bonello, Attorney
Matt, Theresa, Joe; T-Mobile

Absent: Rebecca Kane, Commissioner

(Note: Hereafter, titles are abbreviated as: Chair, ViceChair, Comm, ED, Res, Atty)

ED Dzema – T-Mobile is here to speak as there is an interest in placing antennas on our building for enhanced cellular service. They would rent space on the roof and pay for utilities. T-Mobile will make their presentation to both you the tenants, and the board members. Any questions may be asked and the board members will vote if we will move forward with the potential rental. **Douglas Sabey, Construction Inspector** – I have been involved in several of these installations. We have 4 carriers in Perth Amboy. There are no costs to the housing authority. There is virtually no impact on the tenants or the facility. **Matt, T-Mobile** – there would be 3 antennas/arrays to enhance the service to the area with 911 capabilities. Approximately 6-10 feet high. These will be mounted to the roof of the building. **Joe, RF Engineer** – the antennas will receive and send transmissions to cell phones. Regarding safety there are standards. There are no issues with these at all. **Comm Francy** – What if we have to make a repair on the roof? What if it was due to their equipment? **D. Sabey** - They would have to shut down the system and we would go up and make the repair. **Matt** – If damage was due to our equipment we would take care of the repair. **Tenant** – Would there be a generator up there? **Matt** – There would be a small generator installed on the ground. It would be for backup power when there is a power outage, specifically for 911 usage. **Tenant** – Will all the residents get free phones/service? **Matt** – Unfortunately it doesn't work that way which is why we are paying rent to the property. **Doug Sabey** – the money that comes in to the building from the antennas will be used for the benefit of the residents.

Comm Goddard – We have a land use board, have you been in contact with them?
Matt – If /and once the agreement is in place we will be reaching out and filling out any applications and getting any permits that are required to get this set up and running. The process takes a while. T-Mobile already has coverage in the area, this site is for enhancement. **Tenant** – I have Metro cell phone. After 10 minutes on a call in this building I get a message out of network. Will this improve my phone? **Doug Sabey** – there are different carriers so it is hard to say. It is very possible after we have one carrier we may attract another lease.

FY19-008 – Resolution to approve site lease transmittal with T-Mobile Northeast LLC. Motion was made by Comm Francy seconded by Comm Williams.

Aye	(5)	Rugg, Tkoch, Francy, Williams, Goddard,
Nay	(0)	
Abstention	(0)	
Absent	(2)	Kane, Miller

APPROVAL OF MINUTES – *September 18, 2018 Regular Board Meeting, Public Portion and Regular Board Meeting, Executive Session.*

Motion made to adopt the minutes by Comm Williams and seconded by Comm Tkoch. Comm Goddard asked for a vote.

Aye	(5)	Rugg, Tkoch, Francy, Williams, Goddard,
Nay	(0)	
Abstention	(0)	
Absent	(2)	Kane, Miller

The meeting was turned over to Chair Miller.

PRESENTATION OF BILLS

Motion made to approve the October 23, 2018 Bills List by Comm Goddard and seconded by Comm Williams. Chair Miller asked for a vote.

Aye	(6)	Rugg, Tkoch, Francy, Williams, Goddard, Miller
Nay	(0)	
Abstention	(0)	
Absent	(1)	Kane

CORRESPONDENCE

ED Dzema: We have 5 notices that were sent out by Renee for your review.

COMMITTEE REPORTS

Comm Rugg – We are still having Bingo. People are coming. Barbara is still bringing some food and last week my daughter brought us a cheesecake.

Comm Williams – The storytelling/creative writing workshop is attracting more people as it is being promoted by Highlands Borough Art Council. We had three new people attend. All are getting engaged because of the outreach. A tenant in our building that is

an artist has brought down one of her paintings and it became the focus of our discussion.

ED Dzema - I want to thank the elves for decorating the room.

Comm Tkoch – We are going to have pumpkin decorating on Friday.

ED Dzema – The tenant Christmas Party is schedule for December 4.

Renee - October Vacancy Report: 0 vacancies at Ptak and JPM. 8 residents on the Ptak waiting list and 132 non-residents. 7 residents on the JPM waiting list and 79 non-residents.

OFFICERS & STAFF REPORTS

ED Dzema – we have a board meeting on the 18th, and I have made a reservation for the board and staff at Angelica’s in Sea Bright for December 18 for 6:00pm. We are approaching the 3rd year of our interlocal contract, we have 1 more year left on the contract.

OLD BUSINESS – None to report.

NEW BUSINESS – None to report.

RESOLUTIONS

FY19-009 – Resolution ratifying the hiring of a part time administrative assistant. Motion was made by Comm Williams seconded by Comm Francy.

Aye	(6)	Rugg, Tkoch, Francy, Williams, Goddard, Miller
Nay	(0)	
Abstention	(0)	
Absent	(1)	Kane

PUBLIC PORTION –

Evelyn Bankes, apt. 405 – regarding the parking lot out back, we used to have a sign saying tenant parking only. I do not think there is a sign anymore. I notice a lot of unfamiliar cars back there as well as a lot of vehicles that do not move. **Joe Cusumano, Maintenance** – We have “Tenant Parking Only” signs at the entrance of both sides of the parking lot. ED Dzema – that is something we can control, we need make sure the cars move in and out of spots as there are no assigned parking spots.

Paula Todd, apt. 422 – I have one or two women on my floor that are still harassing me about smoking in my apartment. Not harassing me personally, they have been caught sniffing my door, talking to other tenants about me smoking in my apartment. How much of this do I have to take? I went to court, I made a deal, I complied with my situation and it is still going on. I do not need the aggravation. I am letting you know.

Atty Bonello – If she is harassing you, you can go to the police. People have the right to talk.

Vickie Marks, apt. 311 – Speaking of the cameras, why aren't there any cameras in the elevators? ED Dzema – we are just growing the system now. We are finding the hot spots and adding to it. That is a possibility.

Chair Miller closed the public portion.

EXECUTIVE SESSION /ADJOURNMENT

Motion made by Comm Goddard to move to Executive Session and adjourn meeting, and seconded by Comm Francy. All in favor.

-Chair Miller closed the public meeting at 6:20PM.

Motion to adopt October 23, 2018 Regular Board Meeting, Public Portion Minutes and the Regular meeting Executive Session moved by Commissioner Goddard and seconded by Commissioner Williams.

Roll Call for Adoption of October 23, 2018 Regular Board Meeting Minutes

	Ayes	Nays	Absent	Abstain
Commissioner Kane				X
Commissioner Rugg	X			
Commissioner Tkoch	X			
Commissioner Francy	X			
Commissioner Williams	X			
Commissioner Goddard	X			
Chairperson Miller	X			

The foregoing is a true copy of the Minutes adopted at a Regular Meeting of the Housing Authority of the Borough of Highlands, New Jersey, duly called and held on the 27th, day of November, 2018.



Douglas Dzema
Executive Director