

HOUSING AUTHORITY OF THE BOROUGH OF HIGHLANDS
Ptak Towers
215 Shore Drive, Highlands, NJ 07732

January 27, 2020
REGULAR MEETING
Minutes of Public Portion

OPENING

Chair Miller called the meeting to order at 7:00PM.

ROLL CALL

Present: Gloria Miller, Chairperson
Rebecca Wells, Commissioner
Dolores Francy, Commissioner
Ellen Williams, Commissioner
Ray Goddard, Commissioner

Absent: Mae Rugg, Commissioner
Ida Tkoch, Commissioner

Also Present: Douglas G. Dzema, Executive Director
Renee DeMarco, Residential Operations Manager
John Bonello, Esq.

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

ChairMiller – I would like to welcome our **Mayor, Carolyn Broullon**, it is nice to have you with us tonight.

APPROVAL OF MINUTES – *November 25, 2019 Regular Board Meeting, Public Portion.*

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

| | | |
|------------|-----|---------------------------|
| Aye | (3) | Williams, Goddard, Miller |
| Nay | (0) | |
| Abstention | (1) | Wells |
| Absent | (3) | Rugg, Tkoch, Francy |

December 16, 2019 Board Meeting.

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

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|------------|-----|----------------------------------|
| Aye | (4) | Wells, Williams, Goddard, Miller |
| Nay | (0) | |
| Abstention | (0) | |
| Absent | (3) | Rugg, Tkoch, Francy |

PRESENTATION OF BILLS

Motion made to approve the January 2020 Bills List made by Comm Wells and seconded by Comm Goddard. Chair Miller asked for a vote.

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|------------|-----|----------------------------------|
| Aye | (4) | Wells, Williams, Goddard, Miller |
| Nay | (0) | |
| Abstention | (0) | |
| Absent | (3) | Rugg, Tkoch, Francy |

Mayor Broullon – We are starting a Mayor’s Wellness Campaign. We are collecting data with a survey online and we will also make some paper copies for your residents. The second part of the survey process will be focus groups. I will work with Renee and Ellen to get your residents involved in these groups over at the community center. We are looking for feedback from your residents for what we can be doing over at the community center. Monmouth Medical Center is fully on board to be involved with educational and nutritional programs as well as other activities. This is a borough wide initiative and I want you to know that the residents of the housing authority are included in this. **Comm Wells** – can we do some programs in this building? It is hard for the residents to get from here to the community center. **Mayor Broullon** – we could do that as well, some residents expressed that would like to get out of the building. We can look at both.

CORRESPONDENCE

ED Dzema – There were a number of Notices that went out to Jennie Parker and Ptak. There is one in particular that is a reminder to everyone to keep the common areas free of litter and debris, no smoking on property, it speaks to overnight guest policy, your rent being due and phone numbers if you have questions.

COMMITTEE REPORTS

Comm Williams – We are going to Highlands Elementary School every month. We went there January 14 and the next time is February 18. This is a yearlong program and we are working with the same 2nd and 4th grade students each month. Everyone is welcome, you don’t have to teach, you can just sit beside a student to support them. They would be grateful to have you.

January Vacancy Report: 0 vacancies at Ptak and JPM. At Ptak: 9 residents and 82 non-residents on the waiting list. At JPM: 9 residents and 44 non-residents on the waiting list.

OFFICERS & STAFF REPORTS

ED Dzema – Update on the RAD Projects at Ptak: we are going to install elevator jams/cladding. At JPM: we are getting estimates on painting the fire escapes and we are looking to do some minor foundation repairs. The community room is coming along well, it is almost complete. We have emergency generators at both sites, this will allow us to energize this room for emergency purposes. Our heating plant is on the generator also. The new windows will be installed this week. I would like to invite all the residents from JPM and Ptak to our March Board Meeting in the JPM Community Room. We are also looking into solar power. There is a new program, which the governor signed into legislation last year that we are looking to get involved in. Panels do not have to be put on the roof, they may be put in fields. With the program being run by the state, the money trickles down to affordable housing. If we could get a 15% break on electricity we would have to look to see if we are a candidate.

OLD BUSINESS – None to report.

NEW BUSINESS – None to report

RESOLUTIONS

FY20-034 – Resolution approving the disposition of obsolete equipment.

Motion was made by Comm Wells and seconded by Comm Williams.

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

PUBLIC PORTION - No comments.

Chair Miller closed the public portion.

EXECUTIVE SESSION /ADJOURNMENT - Chair Miller closed the public meeting at 7:25PM.

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

Motion to adopt January 27, 2020 Regular Board Meeting, Public Portion Minutes
 moved by Commissioner Francy and seconded by Commissioner
Williams .

Roll Call for Adoption of January 27, 2020 Regular Board Meeting Minutes

| | Ayes | Nays | Absent | Abstain |
|-----------------------|-------------|-------------|---------------|----------------|
| Commissioner Wells | | | 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 25th, day of February, 2020.

Douglas Dzema
 Executive Director