

**REGULAR MEETING** OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON MAY 10, 2016 AT 210 NORTH GROVE STREET, EAST ORANGE, NEW JERSEY.

The Board of Commissioners of the Housing Authority of the City of East Orange met in a Regular Meeting at 210 North Grove Street, East Orange, New Jersey, on the 10<sup>th</sup> day of May, 2016, the place, date and hour duly established for the holding of such meeting. Chairperson Keely Freeman called the meeting to order at 7:00 PM.

The Recording Secretary stated that this meeting is being conducted in conformity with the Open Public Meeting Act. Notice of this Regular Meeting was e-mailed to Worrell Community Newspapers (East Orange Record) and NJ Advance Media on Friday, December 18, 2015. The notice was also faxed to the City Clerk Office and Public Information Office of the City of East Orange on December 31, 2015. The notice was posted at the administrative office and the Authority's two public housing developments on December 31, 2015.

**PRESENT:**

Chairperson Keely Freeman  
Vice-Chairman Fred Shaw  
Commissioner Walter Lewis Waters  
Commissioner Joshua Brown  
Commissioner Ted Green  
Commissioner W.G. Harris

**ABSENT:**

Commissioner Wanda Watson

**ALSO PRESENT:**

Mr. Wilbert Gill, Executive Director  
Ms. Elena Coley, Director of Operations  
Mr. William Jones, Consultant  
Ms. Maria Pichardo, Accounting Coordinator  
Ms. Duangrat Simpkins, Office Manager  
Ms. Kassema Jones, Project Manager  
Mr. Kenyatta Stewart, Esq., Legal Counsel  
Mr. Bahir Fuller, Aide to the Mayor

**PUBLIC NOTICE OF REGULAR MEETING**

**TO: BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE  
CITY OF EAST ORANGE, CITY CLERK OF EAST ORANGE, EAST  
ORANGE RECORD AND NEWARK STAR LEDGER**

Notice is hereby given pursuant to the Open Public Meetings Act, that a Regular Meeting of the Board of Commissioners of the Housing Authority of the City of East Orange, will be held on Tuesday, May 10, 2016, at 7:00 p.m. At 160 Halsted Street, East Orange, New Jersey for the purpose of acting upon:

**2016-24 AUTHORIZING OR RATIFYING PAYMENT OF THE BILL  
LIST FOR THE MONTH OF APRIL 2016**

**2016-25 RESOLUTION AUTHORIZING THE EXECUTIVE  
DIRECTOR TO ENTER INTO AN AGREEMENT WITH  
POLCARI & CO. TO PROVIDE FEE ACCOUNTING  
SERVICES FOR A PERIOD OF ONE (1) YEAR AT A  
COST NOT TO EXCEED \$38,000**

**2016-26 RESOLUTION AWARDING A CONTRACT TO HYMANSON,  
PARNES & GIAMPAOLO FOR PROFESSIONAL AUDITING  
SERVICES OF LOW INCOME PUBLIC HOUSING  
PROGRAM AND HOUSING CHOICE VOUCHER PROGRAM  
FOR THE FISCAL YEAR 2015 IN AN AMOUNT OF  
\$10,695**

And for the purpose of transacting any other business related hereto or which may properly come before each meeting.

## 1. OPEN PUBLIC MEETING ACT and ROLL CALL

### **PRESENT:**

Chairperson Keely Freeman  
Vice-Chairman Fred Shaw  
Commissioner Walter Lewis Waters  
Commissioner Joshua Brown  
Commissioner Ted Green  
Commissioner W.G. Harris

### **ABSENT:**

Commissioner Wanda Watson

### **ALSO PRESENT:**

Mr. Wilbert Gill, Executive Director  
Ms. Elena Coley, Director of Operations  
Mr. William Jones, Consultant  
Ms. Maria Pichardo, Accounting Coordinator  
Ms. Duangrat Simpkins, Office Manager  
Ms. Kassem Jones, Project Manager  
Mr. Kenyatta Stewart, Esq., Legal Counsel  
Mr. Bahir Fuller, Aide to the Mayor

## 2. MINUTES

**MOTION:** Commissioner Waters moved to approve the minutes of the previous meeting. Commissioner Green seconded. There were no questions.

### ROLL CALL:

Ayes: Waters, Harris, Shaw, Freeman.  
Nays: None.  
Abstentions: Brown, Green.

The motion carried 4-0-2.

## 3. APPROVAL OF THE BILLS

**MOTION:** Commissioner Harris moved to approve the payment of bills. Commissioner Waters seconded.

Commissioner Brown stated check #6092 for \$160 will be returned to the Housing Authority.

ROLL CALL:

Ayes: Waters, Green, Brown, Harris, Shaw,  
Freeman.

Nays: None.

Abstentions: None.

The motion carried 6-0-0.

#### **4. VISITORS**

**Mayor Lester Taylor** addressed the board. He spoke about partnership with the Authority.

Mr. Jones commended Valerie Jackson, Planning Director commended for doing an excellent job.

**Ms. Louise Parrish** said she needs help getting a social worker. Ms. Kassem Jones said she will speak with her tomorrow regarding her issue.

#### **5. REPORTS**

##### **COMMITTEE REPORTS**

**PERSONNEL:** Commissioner Harris stated there was an issue regarding an air quality test. Most of the discussion was operational at the

last meeting.

**FINANCE:** Commissioner Waters stated the Housing Authority has been spending right on point. Mr. Gill will cover further details in his report.

**BUILDINGS & GROUNDS:** There was no report.

**REAL ESTATE DEVELOPMENT:** There was no report.

**BY-LAWS & PROCUREMENT:** Commissioner Brown stated there was no meeting.

#### **CHAIRPERSON' S REPORT**

Chairperson Freeman stated the retreat has been scheduled for Saturday June 11<sup>th</sup>. It will focus on housing. Dr. McNeil and Edward LaPorte from NJ Faith Based Initiatives will attend. Mayor Taylor stated he will have Valerie Jackson prepare a powerpoint presentation regarding what the city is doing and what is in the pipeline.

#### **EXECUTIVE DIRECTOR and OPERATIONS REPORTS**

The report stood. Mr. Gill highlighted his report and the reports of the departments.

#### **LEGAL REPORT (Board Attorneys)**

Report was held for closed session

## **6. OLD BUSINESS**

There was no Old Business.

## **7. NEW BUSINESS**

Mr. Gill stated there is new information regarding the Arcadian letter, staffing assessment and the Tate George matter.

Chairperson Freeman asked about the union contract. Mr. Gill responded he made changes to the document and it was sent to the union reps. The Housing Authority is waiting for ratification by the union.

## **8. RESOLUTIONS**

**2016-25 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH POLCARI & CO. TO PROVIDE FEE ACCOUNTING SERVICES FOR A PERIOD OF ONE (1) YEAR AT A COST NOT TO EXCEED \$38,000**

Commissioner Waters moved to approve. Commissioner Harris seconded. There were no questions

Commissioner Waters asked for competitive bids. Ms. Simpkins replied there was only one response.

ROLL CALL:

Ayes: Waters, Green, Brown, Harris, Shaw, Freeman.

Nays: None.

Abstentions: None.

The motion carried 6-0-0.

**2016-26 RESOLUTION AWARDING A CONTRACT TO  
HYMANSON, PARNES & GIAMPAOLO FOR  
PROFESSIONAL AUDITING SERVICES OF LOW  
INCOME PUBLIC HOUSING PROGRAM AND  
HOUSING CHOICE VOUCHER PROGRAM FOR THE  
FISCAL YEAR 2015 IN AN AMOUNT OF \$10,695**

Commissioner Harris moved to approve.  
Commissioner Waters seconded.

Chairperson Freeman recommended switching auditors. There was discussion regarding the process for getting a new auditor. Chairperson Freeman suggested that the bid should not go out in April because it is a busy season for accountings.

ROLL CALL:

Ayes: Waters, Green, Harris, Shaw.

Nays: Freeman.

Abstentions: Brown.

The motion carried 4-1-1.

**9. EXECUTIVE SESSION**

The following statement was read prior to Executive Session...

BE IT HEREBY RESOLVED that, pursuant to Chapter 231, P.L., 1975 of the laws of the State of New

Jersey, the "Open Public Meeting Act", the East Orange Housing Authority meets in closed session for the purpose of matters of confidentiality and attorney/client privilege. It is expected that the matters discussed in this closed session can be made public at the time that the need for confidentiality no longer exists.

Chairperson Freeman moved to go into Executive Session to discuss confidential personnel, contract and litigation issues. Commissioner Harris seconded. There were no questions.

ROLL CALL:

Ayes: Waters, Green, Brown, Harris, Shaw,  
Freeman.

Nays: None.

Abstentions: None.

The motion carried 6-0-0. The Commissioners went into Executive Session at 8:05 PM.

**MOTION:** Chairperson Freeman moved to return to open session, after discussing personnel and litigation matters. Commissioner Harris seconded. There were no questions.

ROLL CALL:

Ayes: Waters, Brown, Green, Harris, Shaw,  
Freeman.

Nays: None.

Abstentions: None.

The motion carried 6-0-0. The Commissioners returned to Open Session at 8:50 PM.



## 10. MOTION

There was discussion regarding what to do with security deposit assistance or loan programs.

Commissioner Harris moved that...

**"Resolution for the ACV Security Deposit Assistance Program whereby the 50% of security deposit would be given to the landlord to match whatever the tenant was able to bring with said security deposit."**

Commissioner Brown seconded. Mr. Jones suggested adding that the prospective tenant must demonstrate that they have exhausted other avenues regarding security deposit assistance

Commissioner Harris amended his motion that...

**"The tenant has exhausted all possible methodology of seeking outside assistance."**

Commissioner Brown seconded the amendment to the motion.

ROLL CALL:

Ayes: Waters, Brown, Green, Harris, Shaw,  
Freeman.

Nays: None.

Abstentions: Freeman.

The motion carried 5-0-1.

Commissioner Green noted for the record that in

Resolution 2016-26 the "RFP" should be change to "RFQ".

## **11. ADJOURNMENT**

**MOTION:** Commissioner Waters moved to adjourn. Commissioner Shaw seconded. There were no questions.

By unanimous acclamation the meeting was adjourned at 9:04 PM.

**MINUTES OF A WORK SESSION MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON MAY 10, 2016 AT 210 NORTH GROVE STREET, EAST ORANGE, NEW JERSEY.**

**1. OPEN PUBLIC MEETING ACT & ROLL CALL**

The meeting was called to order at 6:31 PM by Chairperson Freeman. The Open Public Meeting Act was read by the Recording Secretary.

**PRESENT:**

Chairperson Keely Freeman  
Vice-Chairman Fred Shaw  
Commissioner Joshua Brown  
Commissioner W.G. Harris  
Commissioner Ted Green (arrived 6:40 PM)  
Commissioner Walter Waters

**ABSENT:**

Commissioner Wanda Watson (excused)

**ALSO PRESENT:**

Mr. Wilbert Gill, Executive Director  
Mr. William Jones, Consultant  
Mr. Kenyatta Stewart, Esq., Legal Counsel  
Mr. Bahir Fuller, Aide to the Mayor

**2. OPEN DISCUSSION**

There was discussion regarding building renovations and feasibility. Mr. Gill explained additions and renovations were not feasible because of the way the building is constructed. Load bearing configuration of the building could not support another floor.

Commissioner Shaw asked about the Elizabeth

Housing Authority contract regarding whether it was only for one year. Start date was 12/31/15 for technical and development consulting services. Mr. Gill responded that the bills came in in January, so the services were for last year.

Commissioner Harris asked about prescription drug payments and are there three months left. Mr. Gill responded the premiums are paid up front, not monthly, so that would be reflected in the bills.

### **3. ADJOURNMENT**

The Work Session was adjourned at 6:59 PM.