

MINUTES
SUMMIT HOUSING AUTHORITY
March 28, 2012

Chairperson Mary Zimmermann called the meeting to order at 7:00 p.m. in the Janet Whitman Room. The following Commissioners answered as present:

Commissioner Richard Poole, Commissioner Pam Kuhn, Commissioner Coalter Pollock, and Commissioner Steven Spurr.

Also present were Louis A. Riccio, Executive Director, Melissa Kuzma, Deputy Executive Director, Wanda Fortune, Glenwood Place/Weaver Street Tenant Association President, Veronica Clark, Glenwood Place resident, and Patrick Hurley, Council Liaison.

Mr. Riccio read the Open Public Meetings Act Notice, "Adequate notice of this meeting has been provided by the Secretary of the Housing Authority of the City of Summit by preparing an amended Annual Notice dated October 26, 2011, setting forth the date, time and place of this meeting. Said notice was filed with the Clerk of the City of Summit, forwarded to newspapers of local circulation and to the persons requesting it.

APPROVAL OF THE MINUTES OF THE FEBRUARY 22, 2012 REGULAR BOARD MEETING:

Commissioners Poole and Kuhn moved and seconded approval of the Minutes. The roll call was unanimous and the minutes were approved.

CHAIRPERSON'S REPORT: Chairperson Zimmermann congratulated Mr. Riccio and Ms. Kuzma on a successful affordable housing retreat that was held on March 3.

REPORT OF EXECUTIVE DIRECTOR: Mr. Riccio reported that he is working with Beth Kinney on an affordability assistance program that the city has committed Housing Trust funds to. A new site for a three unit building has been found at 248 Morris Ave. He also reported that our attorney has been helping to revise a term agreement with the bonding company for the completion of the roof, with the 30 year warranty. Mr. Riccio also noted that he attended the 2012 NAHRO Legislative Conference in Washington D.C. and met with Representatives Frelinghuysen, Pascrell, Rothman, Andrews, and Senator Lautenberg.

REPORT OF DEPUTY EXECUTIVE DIRECTOR: Ms. Kuzma reported the tree-planting ceremony to commemorate the 40th anniversary of Glenwood Place will be held prior to the May board meeting on May 23. Invitations will go out prior to the ceremony. A social service coordinator, Jessica Kirchenbauer, has been hired for the ROSS grant and will begin on March 30. The Housing Authority has received preliminary approval for a Community Development Block Grant to replace the fire panel at the senior building; money will be available in September. Proceed continues to make weatherization improvements; faucet aerators, carbon monoxide

detectors, hand-held shower heads, and compact fluorescent light bulbs will be installed at the senior building the week of April 2.

RESIDENT ASSOCIATION REPORTS: Wanda Fortune requested that new laundry tables be installed in the laundry room at Glenwood Place and reported several laundry maintenance items. Ms. Fortune also complained of someone not cleaning up after their dog in front of her apartment as well as the treatment her neighbor received when calling the Housing Authority office. She also mentioned that there is rust in her bathtub and requested that recycling bins be purchased for Glenwood Place. Veronica Clark reported that the outside lights in building 3 at Glenwood Place flicker on and off.

COMMITTEE REPORTS

Operations: Vice Chairperson Kuhn noted that the rent is down by approximately \$2000 at Weaver Street for the month of March. Ms. Kuzma explained that two tenants' rents went down and that one tenant has not yet paid their rent for the month. She also noted that there was an extra payment to the City of Summit for salaries, and Ms. Kuzma explained that the City forgot to bill us for one pay period in 2011.

Affordable Housing: Commissioner Poole reported that homeowners for the final two units at 39 Morris have been selected. There are nine children total and all will age out of the school system within ten years.

Personnel: None.

Residents Committee: Mr. Riccio reported that the 2012 NJ/NAHRO scholarship applications have just come out. It is open to students living at Housing Authority properties that are going to college in the fall or are already enrolled. The deadline for application is May 30.

Public Relations: None.

Buildings & Grounds: Commissioner Pollack noted towels rolled up against the bottoms of doors of two apartments at Weaver Street and a wire between buildings C and D that looks precarious.

PUBLIC COMMENT: None.

OLD BUSINESS: None.

NEW BUSINESS: None.

CORRESPONDENCE: A letter to Mr. Riccio from Governor Christie, congratulating him on being given the Stewardship Award by Morris Habitat for Humanity was shared as well as a letter from Morris Habitat thanking the Summit Housing Authority for its support of the Hearts and Hammers Gala.

RESOLUTIONS:

Commissioner Poole moved for a Consent Agenda for Resolutions 12-28-03-01 – 12-28-03-03; Commissioner Spurr seconded the Consent Agenda.

- 12-28-03-01 Resolution Approving the Payment of Invoices
- 12-28-03-02 Resolution Amending the Annual Plan – Capital Fund
- 12-28-03-03 Resolution to Ratify the Late Introduction and Submission of the Summit Housing Authority Budget for Fiscal Year Period January 1, 2012 to December 31, 2012

The roll call on the Consent Agenda was taken and the resolutions were approved unanimously.

COMMON COUNCIL LIAISON: Patrick Hurley reported that the City’s budget is basically done and that the Affordable Housing Committee will be starting to focus on the Housing Trust funds.

There being no further business before the Board, Commissioners Poole and Spurr moved and seconded adjournment. The motion passed by unanimous voice vote and the meeting was adjourned at 8:15 p.m.

UPCOMING SUMMIT HOUSING AUTHORITY MEETING DATES & TIMES

WEDNESDAY, APRIL 25, 2012

JANET WHITMAN ROOM, SUMMIT CITY HALL
SUMMIT, NJ 07901
7:00 PM

Respectfully submitted,
Melissa Kuzma, Deputy Executive Director