

MINUTES
SUMMIT HOUSING AUTHORITY
September 26, 2012

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

Vice Chairperson Pam Kuhn, Commissioner Dennis White, Commissioner Richard Poole, Commissioner Jeff Halverstadt, Commissioner Steven Spurr, and Commissioner Coalter Pollock.

Also present were Louis A. Riccio, Executive Director and Melissa Kuzma, Deputy Executive Director.

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 JULY 25, 2012 REGULAR BOARD MEETING:

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

NEW BUSINESS: Craig Meadows and Gordon Meadows of CTI gave a presentation on Energy Performance Contracting. EPC's allow Housing Authorities to use outside agencies to undertake energy-saving projects. EPC's have long been associated with large housing authorities, but CTI is now making these opportunities available for smaller authorities. A feasibility study has been completed, but a detailed study would be performed to form a basis for the guarantee for the project. The only out-of-pocket expenses for the Housing Authority would be attorney's fees.

CHAIRPERSON'S REPORT: Chairperson Zimmermann met with the FSS and ROSS coordinators and the Director of PEP to discuss how our tenants can be more successful in the PEP program.

REPORT OF EXECUTIVE DIRECTOR: Mr. Riccio reported that the roof has not yet been started. There is an issue with the contractor and bonding company over the \$20,000 allowance. We are looking at alternate options. The contractor that supplied the new heat pumps for the senior building will be coming out on October 2 to look at the units that aren't working and see if they can figure out why we're having issues. The 2013 budget will be presented at the October board meeting and Peter Polcari will be there to answer questions. A 20% funding cut from HUD is expected.

REPORT OF DEPUTY EXECUTIVE DIRECTOR: Ms. Kuzma reported that we now have 20 residents participating in the ROSS program. Jessica Kirchenbauer, the ROSS coordinator, has been holding programs for the tenants including seminars on renter's insurance and Medicare fraud. She also has 20 seniors on a waiting list for donated dental services. Ms. Kuzma is working

with the Housing Authority's PR volunteer Lee Radsch on an article about the garden at the senior building and appeared in a TV interview with Mayor Dickson, Mr. Riccio, and Commissioner Poole.

RESIDENT ASSOCIATION REPORTS: None.

COMMITTEE REPORTS

Operations: There was nothing of note on the Housing Manager's Report. On the Financial Report, there was one CD renewed. Commissioner Poole suggested budgeting the sewer bill for the month we receive it.

Affordable Housing: Commissioner Poole reported that the city's Affordability Assistance program is in limbo and is not on the agenda for the Council to approve. Also, they have not heard back from the state on the spending plan. Commissioner Kuhn noted that the trees in front of 39 Morris are dying; solutions were discussed.

Personnel: The Personnel Committee met today to discuss upcoming personnel issues.

Residents Committee: None.

Public Relations: None.

Buildings & Grounds: Commissioner Pollock reported that the grounds are in good shape.

PUBLIC COMMENT: None.

OLD BUSINESS: None.

CORRESPONDENCE: None.

RESOLUTIONS:

Resolution 12-26-09-02 limits the Housing Authority's liability by requiring that if someone wants to sue us, they have to notify us of our their intention within 90 days of the incident. This resolution was recommended by the Joint Insurance Fund.

Resolution 12-26-09-03 has to do with the Housing Authority's proposed application to the Rental Assistance Demonstration program, which would convert our public housing units to vouchers, which would give us more reliable income from HUD. The application may not be selected, and if it is, we will still have the opportunity to turn it down if we decide we don't want to pursue this option.

Commissioner Poole moved for a Consent Agenda for Resolutions 12-26-09-01 – 12-26-09-04; Commissioner Halverstadt seconded the Consent Agenda.

- 12-26-09-01 Resolution Approving the Payment of Invoices
- 12-26-09-02 Resolution Adopting a Form Required to be Used for the Filing of Notices of Tort Claims Against the Authority in Accordance with the Provision of the New Jersey Tort Claims Act, N.J.S.A. 59:8-6
- 12-26-09-03 Resolution Approving the Submittal of the Rental Assistance Demonstration Board Approval Form
- 12-26-09-04 Resolution Approving an Amendment to the Five Year and Annual Plans-Rental Assistance Demonstration.

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

COMMON COUNCIL LIAISON: None.

There being no further business before the Board, Commissioners Pollock and Spurr moved and seconded adjournment. The motion passed by unanimous voice vote and the meeting was adjourned at 9:30 p.m.

UPCOMING SUMMIT HOUSING AUTHORITY MEETING DATES & TIMES

WEDNESDAY, OCTOBER 24, 2012
JANET WHITMAN ROOM, SUMMIT CITY HALL
SUMMIT, NJ 07901
7:00 PM

Respectfully submitted,
Melissa Kuzma, Deputy Executive Director