**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.***

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Motion made to adopt the minutes by Comm \_\_Goddard\_\_\_\_\_\_\_ and seconded by

Comm \_\_Williams\_\_\_\_\_\_\_\_. Chair Miller asked for a vote.

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.

Aye (4) Wells, Williams, Goddard, Miller

Nay (0)

Abstention (0)

Absent (3) Rugg, Tkoch, Francy

**Mayor Broullon** – We are starting a Mayor’s Wellness Champaign. 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.

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**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.

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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

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