

**MINUTES OF THE MEETING OF
THE HOUSING AUTHORITY OF THE
TOWNSHIP OF FRANKLIN
OCTOBER 29, 2015
7:00PM**

A. CALL TO ORDER

The Board members of the Housing Authority of the Township of Franklin, New Jersey met in regular session at the office of the Housing Authority, located at 25 Parkside Street, Somerset, NJ 08873 on October 29, 2015 at 7:00 pm.

OPEN PUBLIC MEETING ACT

The Chairperson acknowledged the fact that the required documentation pursuant to Open Meeting Law, P.L.C. 231 had been distributed.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

MOMENT OF SILENCE

A moment of silence was observed for all service members working to protect our country.

ROLL CALL

Upon Roll call, the following Commissioners were present:

Commissioners Agnes Kulu-Banya, Anthony Minick, Dennis Sanders, Michael F. Gianotto and Chairperson Helen Verhage.

Absent: Commissioner Carl Wright (arrived at 7:13pm)

Also Present: Anne Marie Rizzuto, Esq. Board General Counsel, Alberto Camacho, Esq. Redevelopment Counsel, Shanel Robinson- Liaison from the Franklin Township Council, John Clarke (Acting Executive Director) and Tina Adams (Assist. Executive Director)

B. PUBLIC COMMENT ON AGENDA ITEMS

There were no comments from the public.

C. APPROVAL OF PREVIOUS MINUTES (September 16, 2015)

On the motion of Commissioner Gianotto, seconded by Commissioner Minick, the minutes of the regular meeting of September 16, 2015 were approved.

Roll Call: Ayes: Kulu-Banya, Minick, Sanders, Gianotto, Verhage
Nays: None
Abstentions: None
Absent: Wright (arrived at 7:13pm)

D. MONTHLY REPORT

1. Financial Report- Due to year end, no financial report was provided.

E. NEW BUSINESS (RESOLUTIONS)

1. CONSENT AGENDA I-BILL LIST

RESOLUTION #15-5222

RESOLUTION APPROIVING WARRENTS AUTHORIZING AND APPROVING PAYMENT FO BILLS FOR THE PUBLIC HOUSING FOR THE MONTH OF OCTOBER 2015

RESOLUTION #15-5223

RESOLUTION RATIFYING POST APPROVAL OF WARRNETS AUTHORIZING AND APPROVING PAYMENT OF BILLS FOR THE RESIDENT RELOCATION SERVICES-REVITALIZATION PROJECT AND REGULAR HAP PAYMENTS FOR THE MONTH OF OCTOBER 2015

RESOLUTION #15-5224

RESOLUTION APPROVING WARRENTS AUTHORIZING PAYMENT OF BILLS FOR THE SECTION 8 HOUSING CHOICE VOUCHER PROGRAM FOR THE MONTH OF OCTOBER 2015

The Chairperson read the Resolution numbers and titles under the Bill List, called for public comment, and then called for a vote on all items on the Consent Agenda Bill List.

On motion of Commissioner Gianotto, seconded by Commissioner Kulu-Banya, the above resolutions on the Consent Agenda Bill List were approved.

Roll Call: Ayes: Kulu-Banya, Gianotto, Minick, Sanders, Wright, Verhage
Nays: None
Abstentions: None

F. REPORT OF SECRETARY-TREASURER

John Clarke (Acting Executive Director) informed the Board members and that the FTTHA's 5 Year and Annual Plan had been approved by HUD. Mr. Clarke reported that the FTTHA's website was still down and was being reconstructed by AMTEC and Aaron Green (FTTHA's website manager) and that the site was also being updated to include the required information by the State of New Jersey. Mr. Clarke also informed the Board that the email system and FTTHA.ORG would be moved back to the Housing Authority and hosted by a direct carrier for the FTTHA going forward. Mr. Clarke informed the Board that the next scheduled meeting for November was on a federal holiday and that the meeting would need to be rescheduled. Mr. Clarke informed the Board that the RFP's for Development & General Legal Services, Accounting Service and Auditing Services were all advertised and were due back on November 19, 2015. Mr. Clarke informed the Board that he was working with the Accountant to address the remaining open items from HUD's operating subsidy submission and the audit submission from 2014 and 2015. Mr. Clarke informed the Board that the response to last year's audit had been completed and submitted to HUD (copies of the response were given to Board members).

G. CORRESPONDANCE

Reviewed and Filed.

H. COMMENTS FROM THE PUBLIC

Shanel Robinson asked how many computer licenses did the payment for software cover. Mr. Clarke said 5 computers and 1 server, so there were 6 licenses covered in total.

I. COMMENTS OF CHAIR AND BOARD OF COMMISSIONERS

Chairperson Verhage recognized Shanel Robison as Township Council Liaison and thanked her for being at the meeting and for being involved.

Chairperson Verhage asked members to check their schedules to see when they would be available for a November Board of Commissioners meeting and asked Mr. Clarke to email possible meeting dates to all members.

J. EXECUTIVE SESSION

Chairperson Verhage asked the Board if there was a need for closed session. There was no need for any closed session items. There being no further business to come before the Housing Authority of the Township of Franklin, it was moved by Chairperson Verhage, seconded by Commissioner Gianotto and voted by acclimation that the meeting be adjourned.

Respectfully,



John Clarke
Acting Executive Director and Secretary

CERTIFICATION AND APPROVAL OF BOARD MINUTES

I, Helen J. Verhaeg, Chairperson, do hereby certify and approve the minutes which have been created in accordance with the events and actions of the Franklin Township Housing Authority Board of Commissioners Meeting, Wednesday, October 29, 2015 as the official minutes to be entered into record.