

**CHAIRPERSON**

Yirgu Wolde

**VICE CHAIRPERSON**

Anthony Giorgianni

**2ND VICE CHAIRPERSON**

Luis Gonzalez

**COMMISSIONERS**

Anthony Cupano

Ida Brangman

Dale Caldwell

Kevin Jones



**EXECUTIVE DIRECTOR**

John Clarke, P.H.M.

**DEPUTY DIRECTOR**

Michael C. Mesi, P.H.M.



**EQUAL HOUSING  
EQUAL EMPLOYMENT  
OPPORTUNITY**

**BOARD OF  
COMMISSIONERS  
REPORT**

**July 10, 2013**

**COMMUNITY ROOM**

**7 VAN DYKE AVENUE**

**NEW BRUNSWICK, NJ 08901**

**Special Meeting- 6:30PM**

*"Working Together, We Can Make A Better Future."*

7 VANDYKE AVENUE • NEW BRUNSWICK, NEW JERSEY 08901  
TEL. 732-745-5157 • TTD. 800-852-7997

**NBHA BOARD  
OF  
COMMISSIONERS**

**AGENDA**

- I. Roll Call, Call to Order (Chairperson)
- II. Reading of the Public Notice (Recording Secretary)
- III. Pledge of Allegiance
- IV. Consideration of Minutes of Previous Meeting
- V. New Business (Resolutions)
- VI. Old Business
- VII. Open Public Session
- VIII. Adjournment

## **NOTICE OF PUBLIC MEETING**

Notice of the Meeting was given in the following manner:

1. Notice of the meeting was transmitted to the Home News Tribune.
2. Notice of the meeting was filed with the Clerk of the City New Brunswick on July 5, 2013.
3. Said notice of the meeting was prominently posted on the announcement board in the lobby of City Hall at least 48 hours prior to the convening of this meeting.

Date of Public Notice: July 5, 2013

### PUBLIC MEETING NOTICE

Notice is hereby given that the Housing Authority of The City of New Brunswick (NBHA) will hold a Special Meeting of the Board of Commissioners on Wednesday, July 10, 2013 at 6:30PM in the Community Room of the Schwartz-Robeson Complex, 7 Van Dyke Avenue, New Brunswick, NJ.

#### AGENDA

- I. Roll Call, Call to Order (Chairperson)
- II. Pledge of Allegiance
- III. Reading of the Public Notice (Recording Secretary)
- IV. Approval of the Minutes
- V. New Business (Resolutions)
  - NBHA RESOLUTION 2013 – 07/10 # 39**  
Resolution Authorizing and Approving Payment of Bills for the Month of May, 2013.
  - NBHA RESOLUTION 2013 – 07/10 #40**  
Resolution Approving and Adopting the New Brunswick Housing Authority Ethics Policy
  - NBHA RESOLUTION 2013 – 07/10 #41**  
Resolution Approving Attendance for Training by Commissioners Yirgu Wolde and Kevin Jones to the Executive Director/Commissioner Professional Development Program on Martha's Vineyard September 2013.
  - NBHA RESOLUTION 2013 – 07/10 #42 – ACTING AS REDEVELOPMENT AGENCY**  
Resolution Approving Third Amendment to Redevelopment Agreement with Gordon New Brunswick MAB Urban Renewal, L.L.C. for a Medical Office Building on Lot 27001 in Block 243 in the 131 Jersey Avenue Redevelopment Area.
  - NBHA RESOLUTION 2013 – 07/10 #43 -**  
Resolution Approving and Authorizing the Housing Authority to enter into contracts with certain Approved State Contract Vendors Pursuant to N.J.S.A. 40a:11-12(a).
  - NBHA RESOLUTION 2013 – 07/10 #44**  
Resolution Approving and Authorizing the Housing Authority to enter into a cooperative pricing agreement with the Middlesex Regional Educational Services Commission.
  - NBHA RESOLUTION 2013 – 07/10 #45**  
Resolution Approving and Authorizing the write-off of certain rent in the total amount of \$33,574.64 deemed to be uncollectable by staff and personnel of the Housing Authority.
  - NBHA RESOLUTION 2013 – 07/10 #46**  
Resolution Ratifying and Approving the disposition of COCC and Redevelopment vehicles.
  - NBHA RESOLUTION 2013 – 07/10 #47**  
Resolution Approving revisions to the CFP budget for Fiscal Year 2012.
  - NBHA RESOLUTION 2013 – 07/10 #48**  
Resolution Approving the use of Replacement Housing Factor Funds NJ39R0222502-10 to purchase AMP 1 generator, efficiency energy saving lighting, and other energy saving equipment and materials.
- VI. Open Public Session
- VII. Adjournment

The meeting may also include other NBHA business and any redevelopment matters deemed necessary by the Board of Commissioners.

CITY CLERK 07/05/13 09:53

**THE NEW BRUNSWICK HOUSING AND REDEVELOPMENT AUTHORITY**  
**REGULAR BOARD MEETING MINUTES**  
**MAY 29, 2013**

**1. CALL TO ORDER**

The regular monthly meeting of the New Brunswick Housing Authority was called to order at 6:45 PM on Wednesday, May 29, 2013.

**2. OPEN PUBLIC MEETING NOTICE ACT**

Mr. John Clarke, Executive Director of the New Brunswick Housing Authority (Secretary) read the Notice of Public Meeting.

**3. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**4. ROLL CALL**

**PRESENT:**

Chairperson Yirgu Wolde

Vice Chairperson Anthony Giorgianni

Commissioner Ida Brangman

Commissioner Kevin Jones

\* Commissioner Dale Caldwell (Arrived at 7:06PM)

**ABSENT:**

Second Vice Chairperson Luis Gonzalez

Commissioner Anthony Cupano

**ALSO PRESENT:**

John Clarke, Executive Director

Mark Roedelbronn, Acting Director of Operations

Joseph Manfredi Esq., NBHA Legal

**APPROVAL OF MINUTES**

**MOTION:** Commissioner Jones made a motion to approve the Annual Meeting Minutes of the May 1, 2013 Board of Commissioners meeting. Commissioner Girogianni seconded.

**CALL FOR PUBLIC COMMENTS:** None

**ROLL CALL:** Ayes: Giorgianni, Brangman, Jones, Wolde  
Nays: None  
Abstentions: None  
Absent: Cupano, Gonzalez, Caldwell

**RESOLUTIONS**

**NBHA RESOLUTION 2013 – 5/29 # 26**

Resolution Authorizing and Approving Payment of Bills for the Month of April, 2013

**MOTION:** Commissioner Jones moved to accept Resolution #26. Commissioner Giorgianni seconded.

**CALL FOR PUBLIC COMMENTS:** None

**ROLL CALL:** Ayes: Giorgianni, Brangman, Jones, Wolde  
Nays: None  
Abstentions: None  
Absent: Cupano, Gonzalez, Caldwell

**The motion carried 4-0-0**

**NBHA RESOLUTION 2013 – 5/29 # 27**

Resolution Approving the New Brunswick Housing Authority's Open Public Records Act Request Form

**MOTION:** Commissioner Jones moved to accept Resolution #27. Commissioner Brangman seconded.

**CALL FOR PUBLIC COMMENTS:** None

**ROLL CALL:** Ayes: Giorgianni, Brangman, Jones, Wolde  
Nays: None  
Abstentions: None  
Absent: Cupano, Gonzalez, Caldwell

**The motion carried 4-0-0**

**NBHA RESOLITON 2013 - 5/29 #28  
TABLED**

**NBHA RESOLUTION 2013 - 5/29 # 29**  
Resolution Approving the Revised New Brunswick Housing Authority  
Records Retention and Disposition Policy

**MOTION:** Commissioner Jones moved to accept Resolution #29.  
Commissioner Wolde seconded.

**CALL FOR PUBLIC COMMENTS:** None

**ROLL CALL:** Ayes: Giorgianni, Brangman, Jones, Wolde  
Nays: None  
Abstentions: None  
Absent: Cupano, Gonzalez, Caldwell

**The motion carried 4-0-0**

**NBHA RESOLUTION 2013 – 5/29 # 30**  
Resolution Approving the Conciliation Agreement with Noah Thompson

**MOTION:** Commissioner Jones moved to accept Resolution #30.  
Commissioner Giorgianni seconded.

**CALL FOR PUBLIC COMMENTS:** None

**ROLL CALL:** Ayes: Giorgianni, Brangman, Jones, Wolde  
Nays: None  
Abstentions: None  
Absent: Cupano, Gonzalez, Caldwell

**The motion carried 4-0-0**

**NBHA RESOLUTION 2013 – 5/29 # 31**

Resolution Approving and Authorizing the Allocation of Additional Funds not to Exceed \$4,000.00 for Additional Architect and Engineering Services by Joseph McKernan Jr. and Associates to the Housing Authority of the City of New Brunswick

**MOTION:** Commissioner Jones moved to accept Resolution #31.  
Commissioner Giorgianni seconded.

**CALL FOR PUBLIC COMMENTS:** None

**ROLL CALL:** Ayes: Giorgianni, Brangman, Jones, Caldwell, Wolde  
Nays: None  
Abstentions: None  
Absent: Cupano, Gonzalez

**The motion carried 5-0-0**

**NBHA RESOLUTION 2013 – 5/29 # 32**

Resolution Approving the Award of Contract for Provision of Environmental Consulting Services to Equity Environmental Engineering, LLC.

**MOTION:** Commissioner Giorgianni moved to accept Resolution #32. Commissioner Caldwell seconded.

**CALL FOR PUBLIC COMMENTS:** None

**ROLL CALL:** Ayes: Giorgianni, Brangman, Jones, Caldwell, Wolde  
Nays: None  
Abstentions: None  
Absent: Cupano, Gonzalez

**The motion carried 5-0-0**

**NBHA RESOLUTION 2013 – 5/29 # 33**

Resolution Approving the Award of Contract for General Fee Accountant Services to Polcari & Company



**MOTION:** Commissioner Caldwell moved to accept Resolution #33.  
Commissioner Wolde seconded.

**CALL FOR PUBLIC COMMENTS:** None

**ROLL CALL:** Ayes: Giorgianni, Brangman, Jones, Caldwell, Wolde  
Nays: None  
Abstentions: None  
Absent: Cupano, Gonzalez

**The motion carried 5-0-0**

**NBHA RESOLUTION 2013 - 5/29 # 34**

Resolution to authorize the housing authority of the City of New Brunswick to execute documents, enter into agreements, and commit funds in connection with the financing and development of the Hoffman Pavilion project

**MOTION:** Commissioner Jones moved to accept Resolution #34.  
Commissioner Brangman seconded.

**CALL FOR PUBLIC COMMENTS:** None

**ROLL CALL:** Ayes: Giorgianni, Brangman, Jones, Caldwell, Wolde  
Nays: None  
Abstentions: None  
Absent: Cupano, Gonzalez

**The motion carried 4-0-1**

**NBHA RESOLUTION 2013 – 5/29 # 35**

Resolution Authorizing and Approving Contract with William A. Elias of West Milford, New Jersey for Management Consulting Services in Preparing and Updating the Housing Authority's Agency Plan and other Management Training, Operation Studies, Assessments and Assistance related to the Management of the Housing Authority of the City of New Brunswick

**MOTION:** Commissioner Jones moved to accept Resolution #35.  
Commissioner Giorgianni seconded.

**CALL FOR PUBLIC COMMENTS:** None

**ROLL CALL:** Ayes: Giorgianni, Brangman, Jones, Caldwell, Wolde  
Nays: None  
Abstentions: None  
Absent: Cupano, Gonzalez

**The motion carried 5-0-0**

**NBHA RESOLUTION 2013 - 5/29 # 36**

**ACTING AS REDEVELOPMENT AUTHORITY**

Resolution Accepting Proposal and Authorizing Contract to Provide Legal Services in Connection with Redevelopment Matters Undertaken by the Housing Authority of the City of New Brunswick with Wilentz, Goldman & Spitzer, Esqs.

**MOTION:** Commissioner Caldwell moved to accept Resolution #36.  
Commissioner Giorgianni seconded.

**CALL FOR PUBLIC COMMENTS:** None

**ROLL CALL:** Ayes: Giorgianni, Brangman, Jones, Caldwell, Wolde  
Nays: None  
Abstentions: None  
Absent: Cupano, Gonzalez

**The motion carried 5-0-0**

**NBHA RESOLUTION 2013 – 5/29 # 37**

Resolution Approving the Award of Contract for Architectural & Engineering Services to Joseph F. McKernan Jr.

**MOTION:** Commissioner Jones moved to accept Resolution #37.  
Commissioner Giorgianni seconded.

**CALL FOR PUBLIC COMMENTS:** None

**ROLL CALL:** Ayes: Giorgianni, Brangman, Jones, Caldwell, Wolde  
Nays: None  
Abstentions: None  
Absent: Cupano, Gonzalez

**The motion carried 5-0-0**

**NBHA RESOLUTION 2013 - 5/29 # 38**

Resolution Approving the Contract for Annual Auditing Services to Hymanson, Parnes & Giampaolo for the Fiscal Year 2013 Annual Operating Accounts

**MOTION:** Commissioner Caldwell moved to accept Resolution #38. Commissioner Brangman seconded.

**CALL FOR PUBLIC COMMENTS:** None

**ROLL CALL:** Ayes: Giorgianni, Brangman, Jones, Caldwell, Wolde  
Nays: None  
Abstentions: None  
Absent: Cupano, Gonzalez

**The motion carried 5-0-0**

**SECRETARY'S REPORT**

John Clarke presented the Secretary's Report and addressed questions from the Board.

**COMMITTEE REPORTS**

No reports were given.

**MOTION:** Commissioner Jones made a motion to adjourn the meeting. Commissioner Gonzalez seconded.

**CALL FOR PUBLIC COMMENTS:** None

**ROLL CALL:** Ayes: Brangman, Jones, Giorgianni, Caldwell, Wolde  
Nays: None  
Abstentions: None  
Absent: Cupano, Gonzalez

**The motion carried 5-0-0. The meeting was adjourned at 8:10PM.**

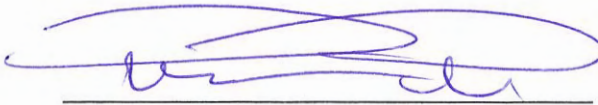
**CERTIFICATION AND APPROVAL OF BOARD MINUTES**

I, John A. H. Clarke, hereby certify and approve the minutes, which have been created in accordance with the events and the actions of the New Brunswick Housing Authority Board of Commissioners Meeting, Wednesday, May 29, 2013, as the official minutes to be entered into record.

  
\_\_\_\_\_  
John A. H. Clarke  
Executive Director/Board Secretary

Date: May 29, 2013

Certified To Be a True Original Copy

  
\_\_\_\_\_  
Mark Roedelbronn  
Acting Director of Operations

## **BOARD RESOLUTION SUMMARY LIST**

### **NBHA RESOLUTION 2013 - 7/10 # 39**

Resolution Authorizing and Approving Payment of Bills for the Month of May, 2013

### **NBHA RESOLUTION 2013 - 7/10 # 40**

Resolution approving and adopting the New Brunswick Housing Authority Ethics Policy

### **NBHA RESOLUTION 2013 – 7/10 # 41**

Resolution Approving Attendance for Training by Commissioner Kevin Jones to the Executive Director/Commissioner Professional Development Program on Martha's Vineyard September 2013

### **NBHA RESOLUTION 2013 – 7/10 # 42**

#### **ACTING AS REDEVELOPMENT AGENCY**

Resolution approving Third Amendment to Redevelopment Agreement with Gordon New Brunswick MAB Urban Renewal, L.L.C., assignee of 131 Jersey Avenue Associates, L.L.C., for a medical office building on Lot 27.01 in Block 243 in the 131 Jersey Avenue Redevelopment Area

### **NBHA RESOLUTION 2013-7/10 # 43**

Resolution approving and authorizing the Housing Authority to enter into contracts with certain approved state contract vendors pursuant to N.J.S.A. 40a:11-12(a)

### **NBHA RESOLUTION 2013 – 7/10 # 44**

Resolution approving and authorizing the Housing Authority to enter into a cooperative pricing agreement with the Middlesex Regional Educational Services Commission

### **NBHA RESOLUTION 2013 – 7/10 # 45**

Resolution Authorizing and Approving the Write-off of Certain Rent in the Total Amount of \$33,574.64 Deemed to be uncollectable by Staff and Personnel of the Housing Authority of the City of New Brunswick

### **NBHA RESOLUTION 2013 – 7/10 # 46**

Resolution Ratifying and Approving the Disposition of COCC and Redevelopment Vehicles

### **NBHA RESOLUTION 2013 – 7/10 # 47**

Resolution Approving Revisions to CFP Budget for Fiscal Years 2012

**NBHA RESOLUTION 2013 – 7/10 # 48**

Resolution Approving the Use of Replacement Housing Factor Funds NJ39R0222502-10 to Purchase AMP 1 Generator, Efficiency Energy Saving Lighting, and Other Energy Saving Equipment and Materials

**NBHA RESOLUTION 2013 – 7/10 # 49**

Resolution Adopting the State Budget for the Housing Authority of the City of New Brunswick for 2014