

# Housing Authority of the City of Vineland

**REGULAR MEETING**  
**Thursday, March 17, 2016**  
**7:00 p.m.**

The Regular Meeting of the Housing Authority of the City of Vineland was called to order by Chairman Mario Ruiz-Mesa on Thursday, March 17, 2016, at 7:00 p.m. at Melrose Court Homes, 35 W. Almond Street, Vineland, New Jersey 08360.

The following Commissioners were present:

Commissioner Chris Chapman	
Commissioner Rudolph Luisi	<b>(Absent)</b>
Commissioner Nicholas Fiocchi	
Commissioner Alexis Cartagena	<b>(Absent)</b>
Commissioner Daniel Peretti	<b>(Absent)</b>
Commissioner Brian Asselta	
Chairman Mario Ruiz-Mesa	

Also present were Jacqueline Jones, Executive Director, Wendy Hughes, Assistant Executive Director, Charles W. Gabage, Esquire – Solicitor, Dan Avena and Linda Cavallo – Accountants, and Gloria Pomales, Executive Assistant.

Chairman Ruiz-Mesa read the Sunshine Law.

Chairman Ruiz-Mesa entertained a motion to approve the minutes of the Regular Meeting held on February 18, 2016. Approval of the February minutes was tabled for next month due to the lack of commissioners present to vote.

Chairman Ruiz-Mesa called for the Financial Report from the Fee Accountant. Linda Cavallo reviewed the Financial Report for the five (5) months ended February 29, 2016.

Chairman Ruiz-Mesa requested the Executive Administrative Report. Mrs. Jones reported 1091 N. Mill Road is back on-line and repaired from the fire damage it sustained in August.

There is a resolution tonight regarding property located at 1075 Jackson Drive to approve the expense of \$28,000 to fix the basement in this home. The Authority feels it is worth repairing because the home is part of the disposition of the scattered site program and believe it to be marketable once repaired.

A meeting was held last night with the committee regarding the Scattered Site Disposition. There has not been a lot of participation from the committee. A relocation plan is being prepared, which details purchasing of a home or receiving a voucher to rent another home or apartment once the scattered site homes are disposed. There will be counseling involved, moving expenses etc. in the relocation plan process. The committee is close to a final version. Next month all residents will be invited back for a large meeting at the Brown Center to review the relocation plan with everyone. If they have any objections or suggestions they will be considered. From that point the goal is to find out who is interested in buying a house and who is not interested in buy a house. For those who want to buy a home, they will be provided with counseling. Residents will have approximately a year and a half or more to be able to prepare themselves for homeownership.

Mrs. Jones updated the Board on Melrose Court. Yesterday, three families were leased and some were moving in yesterday and today. The remainder of the families will be moving in over the next week or so upon the

approvals from HMFA. Once the paperwork is completed locally it has to go to HMFA for approval. Until HMFA approves we cannot move families in.

Since last month, Carlson Construction hired a company known as Top Notch Construction. They have replaced about 60% of the siding on the homes. All the gutters have been replaced as well as drip edges. Roofing issues have been repaired and/or replaced. The trim has been corrected. The Authority is pleased as well as the architects and consultant with some of the repairs that have been done to this point. They expect to be out of here Monday with working through this coming weekend. There are still a few issues that are unresolved including porches, sidewalks and driveways. Some of the wage rate issues have been cleared up. The Authority will escrow for any monies it feels has not been paid properly. There are a couple subcontractors that have not been paid and have complained. There is some movement in that area and partial payment has been given. Carlson Construction will have to correct that before they will get their next draw. Before there is a final payment to Carlson, every subcontractor has to certify that they have been paid in full. Carlson will not receive final payment unless the Authority receives all of that information and paperwork.

**Old Business:** None.

**New Business:** None.

With no other discussion in related matters the Chairman moved to the Resolutions.

**Resolution #2016-09**  
**Resolution to Approve Monthly Expenses**

Chairman Ruiz-Mesa stated he reviewed all the bills and recommended payment in the sum of \$958,997.18. Chairman Ruiz-Mesa called for a motion to approve the monthly expenses. A motion was made by Commissioner Asselta; seconded by Commissioner Fiocchi. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Absent)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Alexis Cartagena	(Absent)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

**Resolution #2016-10**  
**Resolution to Dispose of Furniture & Equipment Utilizing the Disposition Policy**

Mrs. Jones stated the items being disposed of are old appliances such as stoves and refrigerators. Chairman Ruiz-Mesa called for a motion to approve Resolution #2016-10. A motion was made by Commissioner Fiocchi; seconded by Commissioner Chapman. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Absent)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Alexis Cartagena	(Absent)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

**Resolution #2016-11**  
**Resolution Authorizing Contracts with Approved  
State Contract Vendors for Contracting Units (*revised list*)**

Mrs. Jones stated this a revised list of State Contract vendors. Chairman Ruiz-Mesa called for a motion to approve Resolution #2016-11. A motion was made by Commissioner Asselta; seconded by Commissioner Fiocchi. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Absent)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Alexis Cartagena	(Absent)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

**Resolution #2016-12**  
**Resolution Authorizing Expenditures with Capital Fund 2014  
for Basement Foundation Repairs – 1745 Jackson Drive**

The basement repairs to be completed at 1745 Jackson Drive were briefly explained and discussed. Chairman Ruiz-Mesa called for a motion to approve Resolution #2016-12. A motion was made by Commissioner Chapman; seconded by Commissioner Fiocchi. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Absent)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Alexis Cartagena	(Absent)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

There is no need for Executive Session tonight.

Chairman Ruiz-Mesa asked for comments from the Commissioners, press and/or public. No comments.

With no further business to discuss, Chairman Ruiz-Mesa entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 7:22 p.m.

Respectfully submitted,



Jacqueline S. Jones  
Secretary/Treasurer