

Housing Authority of the City of Vineland

REGULAR MEETING **Thursday, April 19, 2018** **7:08 p.m.**

The Regular Meeting of the Housing Authority of the City of Vineland was called to order by Solicitor Charles Gabage on Thursday, April 19, 2018 at 7:08 p.m. at the office of the Authority located at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

The following Commissioners were present:

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

Also present were Jacqueline Jones, Executive Director, Wendy Hughes, Assistant Executive Director, Charles W. Gabage, Esquire – Solicitor, Linda Cavallo – Accountants, Rick Ginnetti, The Brooke Group and Gloria Pomaes, Executive Assistant.

Solicitor Charles Gabage read the Sunshine Law.

Solicitor Charles Gabage entertained a motion to approve the minutes of the Regular Meeting held on February 28, 2018. Tabled for next month.

Solicitor Charles Gabage entertained a motion to approve the minutes of the Regular Meeting held on March 22, 2018. Tabled for next month.

Solicitor Charles Gabage entertained a motion to approve the minutes of the Executive Session held on March 22, 2018. Tabled for next month.

Solicitor Charles Gabage called for the Financial Report from the Fee Accountant. Linda Cavallo reviewed the Financial Report for the six months ended March 31, 2018.

Solicitor Charles Gabage requested the Executive Administrative Report. Mrs. Jones just wanted to mention Mr. Avena is not present tonight due to illness. This is the first meeting in thirty plus years he has missed. He is recovering and doing better.

Mrs. Jones does not have any new updates to her written report. She requests that the meeting move forward. She will comment during Mr. Ginnetti's presentation during the old business portion of the meeting.

Committee Reports: None.

Old Business: Rick Ginnetti, Consultant, reported to the Board. In regards to the RAD transaction for Tarkiln/Asselta, the Local Finance Board approved the housing authority to issue tax exempt bonds up to \$2.4 million dollars. The housing authority can now proceed to a closing for the RAD conversion of Tarkiln/Asselta in July/August of 2018.

As a note, the bond issuance was initially going to be done through the Cumberland County Improvement Authority (CCIA) and has since moved to the housing authority and it was mentioned that the professionals from CCIA wanted to contract directly with the housing authority. Parker McCay and Phoenix Financial Services at the time were discussed. The VHA asked for proposals from Parker McCay and Phoenix Financial Services. Phoenix Financial Services provided a proposal prior to the last board meeting, which was under the VHA's budget. Parker McCay did not provide a proposal and it took about a week and an half to obtain one. The proposal was significantly higher than we were initially advised. Mrs. Jones requested Mr. Ginnetti to reach out to another Bond Counsel and obtain other proposals. Two proposals were received and were better than Parker McCay's. Archer & Greiner was financially better among all of them. It was decided to use Archer & Greiner. Based on time and material, they represented the VHA at the Local Finance Board. There is a resolution tonight to appoint them as Bond Counsel for this transaction and the back-up information is attached. Mrs. Jones stated Parker McCay's proposal was in the amount of \$50,000 which was the number budgeted for legal expenses. The VHA never officially received a written proposal from Park McCay. Mr. Ginnetti stated an email received stating the cost was \$50,000 but an official proposal was never received. There was \$50,000 in the budget for legal costs for additional legal costs besides the Bond Counsel. The Authority is asking the Board to appoint Archer & Greiner as the Bond Counsel. The meeting at the Local Finance Board went well. Mr. Gabage vouched for Archer & Greiner and rates them higher than Parker McCay. Archer & Greiner's proposal is not to exceed \$35,000. Mr. Ginnetti stated Capital Bank is prepared. The Phase I Environmental Review was completed. The appraisal has also been completed.

Mr. Ginnetti stated last month the Board passed a resolution to send an application to the NJ Local Finance Board. The board will now need to approve another resolution to approve issuing the bonds. This resolution will be presented to the Board tonight. Once this resolution is approved it will authorize Archer & Greiner to complete the bond documentation and work with Capital Bank to finalize the sale of the bonds. Also on the agenda tonight, is a resolution to approve the formation of a non-profit Affordable Housing Corporation as it was discussed at last month's meeting. The purpose of the Affordable Housing Corporation is to be the "receiver" of the Housing Assistance Payments for the RAD conversion.

New Business: None.

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

Resolution #2018-17
Resolution to Approve Monthly Expenses

Solicitor Charles Gabage stated Chairman Ruiz-Mesa reviewed all the bills and recommended payment in the sum of \$862,128.05. A motion was made by Commissioner Asselta; seconded by Commissioner Fiocchi. The following vote was taken:

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

Resolution #2018-18
**Resolution Approving and Authorizing the Implementation of the Smoke-Free Policy,
Effective July 2018**

Solicitor Charles Gabage called for a motion to approve Resolution #2018-18. Mrs. Jones stated this was discussed a few months ago. This is the policy that is required by HUD to be effective by July 30, 2018. Tenant meetings were held and literature was given out. The Authority is in the process of formulating all the signs. This resolution is for the approval of the Smoke-Free Policy to be effective July 1, 2018. A motion was made by Commissioner Fiocchi; seconded by Commissioner Asselta. The following vote was taken:

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

Resolution #2018-19
Resolution Dispose of Furniture & Equipment Utilizing the Disposition Policy

Solicitor Charles Gabage called for a motion to approve Resolution #2018-19. Mrs. Jones stated the resolution is for approval to dispose of maintenance items that are obsolete or beyond repair. A motion was made by Commissioner Fiocchi; seconded by Commissioner Asselta. The following vote was taken:

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

Resolution #2018-20
**Resolution Authorizing Expenditures with Capital Fund 2016 for Air Conditioning
Replacement at Kidston Towers (Community Room)**

Solicitor Charles Gabage called for a motion to approve Resolution #2018-20. Mrs. Jones stated the current air conditioner at the Kidston Tower's community room is approximately 25+ years old and is in need of replacement. The replacement cost is \$21,450. A motion was made by Commissioner Luisi; seconded by Commissioner Asselta. The following vote was taken:

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

Resolution #2018-21
Resolution to Amend the State Budget
for the Year October 1, 2017 to September 30, 2018

Solicitor Charles Gabage called for a motion to approve Resolution #2018-21. Mrs. Jones explained this resolution is for the RAD conversion to add \$2.4 million into the capital section of the State Budget. A motion was made by Commissioner Luisi; seconded by Commissioner Asselta. The following vote was taken:

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

Resolution #2018-22
Resolution Awarding Legal Services Contract – Bond Counsel

Solicitor Charles Gabage called for a motion to approve Resolution #2018-22. A motion was made by Commissioner Luisi; seconded by Commissioner Asselta. The following vote was taken:

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

Resolution #2018-23
Bond Resolution of the Housing Authority of the City of Vineland Authorizing the Issuance and Sale of up to \$2,400,000 Aggregate Principal Amount of the Authority's Housing Authority Revenue Bonds (Vineland Housing Authority RAD Conversion Project), Series 2018, in One or More Series, on a Tax-Exempt Basis; Making Certain Determinations and Approval with Respect to Said Bonds; and Authorizing Certain Actions

Solicitor Charles Gabage called for a motion to approve Resolution #2018-23. Mrs. Jones explained this resolution is the reason the Authority hired the Bond Counsel. This is the official resolution where the Board will authorize the sale of these Bonds. A motion was made by Commissioner Luisi; seconded by Commissioner Asselta. The following vote was taken:

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

Resolution #2018-24
**Resolution Authorizing & Approving the Formation
of the Affordable Housing Corporation of Vineland**

Solicitor Charles Gabage called for a motion to approve Resolution #2018-24. Mrs. Jones reported that the consultant, Rick Ginnetti, believes the Affordable Housing Corporation board will meet about four times a year. These meeting will be held directly after the meeting of the Board of Commissioners since the Board for the Affordable Housing Corporation consists of the same Board Members. A motion was made by Commissioner Luisi; seconded by Commissioner Asselta. The following vote was taken:

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

Resolution #2018-25
**Resolution Authorizing Execution of Standard Board Resolution
for the Congregate Services Program**

Solicitor Charles Gabage called for a motion to approve Resolution #2018-25. Mrs. Jones this a standard resolution the State of NJ requires for the Congregate Services Program. A motion was made by Commissioner Asselta; seconded by Commissioner Peretti. The following vote was taken:

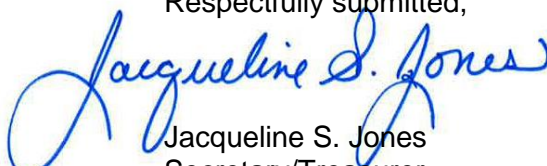
Commissioner Chris Chapman	(Absent)
Commissioner Rudolph Luisi	(Yes)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Alexis Cartagena	(Absent)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Absent)

There is no need for Executive Session tonight.

Solicitor Charles Gabage asked for comments from the Commissioners, press and/or public. No comments.

With no further business to discuss, Solicitor Charles Gabage entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Asselta; seconded by Commissioner Fiocchi. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 7:39 p.m.

Respectfully submitted,


Jacqueline S. Jones
Secretary/Treasurer