

**MINUTES**

**GLOUCESTER TOWNSHIP HOUSING AUTHORITY**

**REORGANIZATION MEETING**

**January 22, 2019**

**6:10PM**

The Reorganization Meeting of the Gloucester Township Housing Authority was held on January 22, 2019, at the Community Room located at Gloucester Township Senior Campus 1, Gloucester Township; New Jersey.

A roll call for attendance was taken:

|                         |         |
|-------------------------|---------|
| COMMISSIONER BARKSDALE  | PRESENT |
| COMMISSIONER CARLAMERE  | PRESENT |
| COMMISSIONER MARKS      | PRESENT |
| COMMISSIONER MATTHEWS   | ABSENT  |
| COMMISSIONER PICCOLO    | PRESENT |
| COMMISSIONER WASHINGTON | PRESENT |

Also in attendance were: William Snyder, Execu-Tech, Maria Iwano, Execu-Tech; Amy E. Shotmeyer, Esq., Solicitor; Frank Borin, Esq., Solicitor, and Scott Owens, Gloucester Township Liaison.

**PLEDGE OF ALLEGIANCE**

William Snyder prompted all who could stand to pledge the flag.

**REORGANIZATION**

**RESOLUTION 19-22-1-1 NOMINATION OF CHAIRPERSON**

Commissioner Piccolo nominated Commissioner Carlamere as Chairperson and seconded by Commissioner Barksdale. Being as there were no other nominations, the nominations were closed and the Board approved Ms. Carlamere as Chairperson with one abstention in a roll call.

**RESOLUTION 19-22-1-2 NOMINATION OF VICE CHAIRPERSON**

Commissioner Carlamere nominated Stanley Washington as Vice Chairperson and seconded by Commissioner Barksdale. Being as there were no other nominations, the nominations were closed and the Board unanimously approved Mr. Washington as Vice Chairperson in a roll call vote.

**RESOLUTION 19-22-1-3 NOMINATION OF TREASURER**

Commissioner Carlamere nominated Commissioner Barksdale as Treasurer and seconded by Commissioner Marks. Being as there were no other nominations, the nominations were closed and the Board unanimously approved Ms. Barksdale as Treasurer in a roll call vote.

**MOTIONS:**

1. Motion to Approve Meeting Minutes: Commissioner Carlamere made a motion to approve the minutes of the Regular Meeting held on December 11, 2018. Commissioner Marks seconded the motion. Said meeting minutes were approved by a unanimous voice vote.

**CHAIRPERSON'S REPORT**

Commissioner Carlamere is happy to be back on the board and looks forward to working with everyone.

**ATTORNEY'S REPORT-** Amy Shotmeyer welcomed everyone and happy to be able to attend. Ms. Shotmeyer administered the oath to install the new officers.

**EXECUTIVE DIRECTOR REPORT**

Mr. Snyder announced the resignation of Kelly Matthews from the Board. He reported that he will be in the office one to two times a week and Maria will remain the office as usual.

**OLD BUSINESS – NONE**

**NEW BUSINESS- NONE**

**RESOLUTIONS**

**RESOLUTION 19-22-1-4** Authorizing payment of invoices for January 2019 bills.

**RESOLUTION 19-22-1-5** Approving the cash management plan.

**RESOLUTION 19-22-1-6** Authorizing a policy respecting reimbursement of Authority Commissioners/Employees for costs of defending against criminal charges.

**RESOLUTION 19-22-1-7** Indemnifying Commissioners and Employees consistent with N.J.S.A. 59:10-4

**RESOLUTION 19-22-1-8** Adopting a form required to be used for the filing of notices of tort claims against the Authority in accordance with the provisions of the New Jersey Tort Claims Act, N.J.S.A. 59:8-6.

**RESOLUTION 19-22-1-9** Designating official newspaper of the Gloucester Township Housing Authority for publication of legal notices.

**RESOLUTION 19-22-1-10** Authorizing the change of signatories to the TDBank accounts for the Gloucester Township Housing Authority.

Commissioner Barksdale made a motion to approve Resolutions 4-10 and seconded by Commissioner Carlamere. Said motion passed unanimously.

**PUBLIC COMMENTS**

#117 Carol Fee

Q. Who will be taking over Kelly's work?

A. Currently, we are looking at different options. For now, Maria will remain in the office and Mr. Snyder will be in a couple of days a month.

#110 Judith Melvin

Q. Why can't UPS and FedEx deliver packages directly to the residents?

A. We will check into this and explore other options.

#114 Anthony Priolo

Q. Will there be an increase this year and when will be notified?

A. A request has been sent in to HMFA for approval of a 1% increase, effective April 1, 2019. We are waiting for an official response and anticipate approval. Residents will be notified in writing at least 30 days prior to the effective date of the increase.

#106 Felicia Esposito

Q. Can we get a change machine in the laundry rooms?

A. Laundry equipment is leased from SEBCO. We will inquire with them if they can supply a coin machine or change the system to a card system.

#202 Pamela Johnson

Q. Have we changed maintenance and janitorial services?

A. Yes, currently we have an interim maintenance company until proposals go out for a permanent contractor. We have also obtained a new on call phone for emergency and after-hours issues. Tenants will be provided with the new number.

#126 Lucille Wilson

Q. Who responds to life alerts?

A. Goes directly to the alarm company who, in turn, notifies the office.

#316 Eileen Slimm

Q. Who is responsible for resetting the pull cords?

A. Maintenance.

#225 Barbara Maulo

Q. Why are we responsible for moving furniture for painting of our apartments.

A. The painter should be moving the furniture.

#320 Rose Amato

Q. Do we have the same maintenance and janitorial companies?

A. No. Maintenance is an interim company and janitorial is a new contract.

#210 Alice Bailey

Makes the suggestion that cards for the laundry machines is not a good idea.

We will inquire with SEBCO on leasing a coin machine.

A motion was made by Commissioner Barksdale and seconded by Commissioner Carlamere to close the public portion of the meeting. Said motion passed unanimously.

#### **COUNCIL LIAISON**

Scott Owens congratulated the new board and thanked Commissioner Matthews for her years of service. Mr. Owens also informed everyone that the MLK Day was cancelled due to weather and is rescheduled for Saturday, January 26<sup>th</sup>.

A motion to adjourn the meeting at 7:10pm was made by Commissioner Carlamere and seconded by Commissioner Barksdale. Said motion passed unanimously.

Respectfully submitted,

**Maria Iwano**

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Dated: January 23, 2019