

**MINUTES**

**REORGANIZATION/REGULAR MEETING**

**JANUARY 9, 2018**

The Reorganization/Regular Meeting of the Gloucester Township Housing Authority was held on January 9, 2018, at the Community Room located at Gloucester Township Senior Campus 1, Gloucester Township, New Jersey.

Opening statements were made by Board Chair Matthews.

A roll call for attendance was taken:

COMMISSIONER GREENBERG	PRESENT
COMMISSIONER MATTHEWS	PRESENT
COMMISSIONER MUSSER	ABSENT
COMMISSIONER ORNER	ABSENT
COMMISSIONER PICCOLO	PRESENT
COMMISSIONER WASHINGTON	PRESENT

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

**PLEDGE OF ALLEGIANCE**

Maria Iwano prompted all who could stand to pledge the flag.

**RESOLUTION 18-9-1-1 NOMINATION OF CHAIRPERSON**

Commissioner Washington nominated Kelly Matthews as Chairperson. Commissioner Greenberg seconded the nomination. Being as there were no other nominations, the nominations were closed and the Board approved Ms. Matthews as Chairperson in a unanimous voice vote.

**RESOLUTION 18-9-1-2 NOMINATION OF VICE CHAIRPERSON**

Commissioner Matthews nominated Stanley Washington as Vice Chairperson. Commissioner Greenberg seconded the nomination. Being as there were no other nominations, the nominations were closed and the Board approved Mr. Washington as Vice Chairperson in a unanimous voice vote.

**RESOLUTION 18-9-1-3 NOMINATION OF TREASURER**

Commissioner Washington nominated Abbey Greenberg as Treasurer. Commissioner Matthews seconded the nomination. Being as there were no other nominations, the nominations were closed and the Board approved Ms. Greenberg as Treasurer in a unanimous voice vote.

**MOTION TO APPROVE MINUTES:**

Commissioner Greenberg made a motion to approve the minutes of the Regular Meeting of the Board held on December 12, 2017. Commissioner Washington seconded the motion. The minutes were approved in a unanimous voice vote.

**EXECUTIVE DIRECTOR'S REPORT**

Mr. Snyder confirmed that the contract with BHPUSD was terminated and we have moved back to individual contractors for the various services. Mr. Snyder stated that he has put together a monitoring report to ensure that the cost with private contractors remains in line with the budget. He has shared this with the investor and he will continue the reports monthly. We are currently working with a contractor to repair the doors at the resident entrance.

**ATTORNEY'S REPORT**

Ms. Shotmeyer does not have a report this evening and there will be no need for an executive session. She wished everyone a Happy New Year.

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**RESOLUTIONS**

**RESOLUTION 18-9-1-4 APPROVING PAYMENT OF INVOICES**

Commissioner Greenberg made a motion to Approve the Payment of Invoices. Commissioner Washington seconded the motion. The Resolution was approved in a unanimous voice vote.

**RESOLUTION 18-9-1-5 APPROVING THE CASH MANAGEMENT PLAN**

**RESOLUTION 18-9-1-6 AUTHORIZING REIMBURSEMENT OF COMMISSIONERS/EMPLOYEES FOR COSTS OF DEFENDING AGAINST CRIMINAL CHARGES**

**RESOLUTION 18-9-1-7 INDEMNIFYING COMMISSIONERS AND EMPLOYEES CONSISTENT WITH N.J.S.A.59:10-4**

**RESOLUTION 18-9-1-8 ADOPTING A FORM REQUIRED TO BE USED FOR THE FILING 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 18-8-1-9 DESIGNATING OFFICIAL NEWSPAPER OF THE GLOUCESTER TOWNSHIP HOUSING AUTHORITY FOR PUBLICATION OF LEGAL NOTICES**

Commissioner Washington made a motion to approve the above Resolutions. Commissioner Greenberg seconded the motion. The Resolutions were approved in a unanimous voice vote.

**RESOLUTION 18-9-1-10 AUTHORIZING AN AGREEMENT FOR PROFESSIONAL ACCOUNTING SERVICES WITH NOVOGRADAC TO PERFORM AN AUDIT OF HOUSING AUTHORITY'S FINANCIAL RECORDS FOR THE PERIOD OF JANUARY 1, 2018 TO DECEMBER 31, 2018**

A motion was made by Commissioner Greenberg to Appoint Novogradac to perform audit services for the Gloucester Township Housing Authority. The motion was seconded by Commissioner Picolo. The Resolution was approved in unanimous voice vote.

**RESOLUTION 18-9-1-11 AUTHORIZING AN AGREEMENT FOR PROFESSIONAL LEGAL SERVICES WITH DECOTIS, FITZPATRICK AND COLE FOR THE PERIOD JANUARY 1, 2018 TO DECEMBER 31, 2018**

Commissioner Washington made a motion to Appoint Decotis, Fitzpatrick, and Cole to provide Legal Services for the Gloucester Township Housing Authority. Commissioner Greenberg seconded the motion. The Resolution was approved in unanimous voice vote.

**COMMITTEE REPORTS**

None.

**PUBLIC COMMENTS**

**112 FAY ROSSANO**

Ms. Rossano complimented the new custodial contractor for doing an excellent job. She also expressed concern for the clean up of snow and ice after the storm.

- A. The property was properly cleared of snow and ice; however, the strong winds hindered the cleanup. Additionally, the snow that melted froze due to the low temperatures. We have salt available at both entrances for live in maintenance to spread as needed.

**322 CAROL PEARSON**

Ms. Pearson noted that the same conditions are present at the rear door.

- A. Residents should be only be using the main resident entrance and not the rear or side doors. It is very difficult to clear all the snow and ice taken the strong wind and rifts.

**225 Barbara Maulo**

Q. Is the office going to continue offering painting of apartments? Do we have to have the whole apartment painted? Why not just parts? Why are we responsible for moving the furniture?

A. Yes, we will continue to offer painting however, it must be the entire apartment and the tenant is responsible to moving the furniture away from the walls. HMFA has stated that us moving the furniture presents a liability for the HA. We will discuss other options for painting of apartments and will notify tenants.

Board Chair Matthews requested that tenants help newer tenants in understanding how to properly use the thermostats. We have been getting many calls about the HVAC units not working. The Chair also informed the tenants that the HVAC units in the Community Room and hallway A have been repaired.

**114 Tony Priolo**

Q. Will the batteries in the thermostats and smoke detectors be changed on a regular schedule?

A. Yes, they have been and will continue to be changed on a regular schedule.

**CHAIRPERSONS REPORT**

Board Chair Matthews stated that items included in her report were already covered in the discussions and had nothing further to report.

**COUNCIL LIAISON**

The Township has appointed Scott Owens as Council Liaison for 2018. We welcome him and look forward to working together.

**MOTION TO ADJOURN**

Being as there was no further business of the Board, Commissioner Washington made a motion to adjourn. Commissioner Greenberg seconded the motion. The motion passed by unanimous voice vote and the meeting adjourned at 6:38pm.

RESPECTFULLY SUBMITTED

*Maria Iwano*

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Maria Iwano

Dated: January 10, 2018