

MINUTES

GLOUCESTER TOWNSHIP HOUSING AUTHORITY

REGULAR MEETING

February 12, 2019, 6:10 PM

The Regular Meeting of the Gloucester Township Housing Authority was held on February 12, 2019, in the Community Room located at Gloucester Township Senior Campus 1, Gloucester Township, New Jersey.

A roll call for attendance was taken:

COMMISSIONER CARLAMERE	PRESENT
COMMISSIONER BARKSDALE	PRESENT
COMMISSIONER MARKS	PRESENT
COMMISSIONER PICCOLO	ABSENT
COMMISSIONER WASHINGTON	PRESENT

Also in attendance were: William Katchen, CPA, GTHA Accountant; Maria Iwano, Execu-Tech; & Amy E. Shotmeyer, Esq., Solicitor (telephonically).

PLEDGE OF ALLEGIANCE

Commissioner Carlamere prompted all who could stand to pledge the flag.

MOTIONS

- **Motion to Approve Meeting Minutes:** Commissioner Carlamere made a motion to approve the minutes of the GTHA Reorganization Meeting held on January 22, 2019. Commissioner Barksdake seconded the motion. Said meeting minutes were approved by a unanimous voice vote.

CHAIRPERSON'S REPORT

Commissioner Carlamere welcomed everyone and advised that updates will follow later in the meeting and during the next Board meeting of the Gloucester Senior Housing Campus, LP.

ATTORNEY'S REPORT

Ms. Shotmeyer welcomed everyone and advised the Board that there is no need for an Executive Session.

EXECUTIVE DIRECTOR'S REPORT – NONE

OLD BUSINESS – NONE

NEW BUSINESS – RESOLUTIONS

- **RESOLUTION 19-12-2-1** – Approving the 12/31/2016 GTHA Audit Report.

- **RESOLUTION 19-12-2-3** -- Authorizing payment of invoices for February 2019 bills.

Commissioner Washington made a motion to approve Resolutions nos. 19-12-2-1 and 19-12-2-3, and seconded by Commissioner Marks. Said motion passed unanimously. *Note: Resolution no. 19-12-2-2 (approval of the GTHA FY 2019 Budget) was tabled for the March 12, 2019 Regular Meeting.

COMMITTEE REPORTS – NONE

PUBLIC COMMENTS

- A discussion was held regarding maintenance and janitorial services at Senior Campus. The Board advised there is a pending Request for Proposals (RFP) out for maintenance services. Once GTHA receives proposals/responses, it is anticipated that the Board will consider approval and award of a contract to a permanent maintenance contractor.
- A discussion was held regarding the possibility of having a live-in maintenance supervisor at Senior Campus. The Board advised that it will investigate this topic and is hopefully to provide an update at the March Regular Meeting.
- A discussion was held regarding the possibility of appointing a GTHA tenant to the Board. The GTHA Solicitor advised that under the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A:-17, appointment to a local housing authority board is per statute. Commissioner Carlamere added that she and the Executive Director plan to meet with the GTHA Resident's Association in the near future regarding tenant and housing topics.
- A discussion was held regarding concerns about the coin machines in the laundry room and the cleanliness of the trash area. The Board advised that updates regarding the coin machines will be provided during the Gloucester Senior Housing Campus, LP Board Meeting. Regarding trash area concerns, it is anticipated that such concerns will be addressed when a permanent maintenance contract is awarded (anticipated to occur at the March LP Board Meeting).
- A discussion was held regarding issues with the front door at Senior Campus – i.e., freeze/thaw issues are causing problems with opening/shutting the front door. The Board advised that it will investigate this issue.

EXECUTIVE SESSION – NONE

COUNCIL LIAISON – N/A

MOTION TO ADJOURN – A motion to adjourn the meeting at 6:43 PM was made by Commissioner Carlamere and seconded by Commissioner Barksdale. Said motion passed unanimously.

Respectfully submitted,

Amy E. Shotmeyer, Esq.

Dated: February 26, 2019