

MINUTES

GLOUCESTER TOWNSHIP HOUSING AUTHORITY

REGULAR MEETING

October 12th, 2021 6:00PM

The Regular Meeting of the Gloucester Township Housing Authority was held remotely on October 12, 2021.

A roll call for remote attendance was taken:

COMMISSIONER CARLAMERE	PRESENT
COMMISSIONER ORNER	PRESENT
COMMISSIONER PICCOLO	EXCUSED
COMMISSIONER ROSSELL	PRESENT
COMMISSIONER MACPHERSON	PRESENT
COMMISSIONER HUNT	EXCUSED

Also in remote attendance were William Snyder, Execu-Tech; Adrienne Cutter, Execu-Tech; Amy E. Shotmeyer, Esq., Solicitor, Councilwoman Grace

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

MOTIONS:

1. **Motion to Approve Meeting Minutes:** Commissioner Rossell made a motion to approve the minutes of the Regular Meeting held on July 13, 2021. Commissioner Orner seconded the motion. Said meeting minutes were approved unanimously.

CHAIRPERSON'S REPORT – Chairwoman Carlamere thanked the Mayor and the Department of Public Works for the efficient work in connecting the sidewalk from the bus stop in front of Senior Campus 1 to the bridge, creating a walking path for the residents of Senior Campus 1.

ATTORNEY'S REPORT – NONE. No need for executive session.

OLD BUSINESS – NONE

NEW BUSINESS – RESOLUTIONS

RESOLUTION 21-10-12-1– Approving payment of invoices for the month of October. Commissioner Orner motioned to approve the October invoices and seconded by Commissioner Rossell. Said motion passed unanimously.

RESOLUTION 21-10-12-2 – Approving payment of invoices for the month of September. Commissioner Rossell motioned to approve the September invoices and seconded by Commissioner Orner. Said motion passed unanimously.

RESOLUTION 21-10-12-3 – Approving payment of invoices for the month of August. Commissioner Orner motioned to approve the September invoices and seconded by Commissioner MacPherson. Said motion passed unanimously.

RESOLUTION 21-10-12-4 – Approving extension of contract for part-time executive director services. Commissioner Orner motioned to approve the September invoices and seconded by Commissioner Rossell. Said motion passed unanimously.

COMMITTEE REPORTS – NONE

EXECUTIVE DIRECTOR'S REPORT –

Mr. Snyder reported that a petition was received from residents regarding concerns and improvements to the building. Working with Township to receive the balances from previous years CDBG grants and when we learn those amounts, we hope to address some of these issues. In current application, we applied for funds to replace security camera system and some of the carpets in common areas.

EXECUTIVE SESSION – NONE

COUNCIL LIAISON – NONE

PUBLIC COMMENTS –

Denise Coyne

Q. Regarding CDBG money referenced by Mr. Snyder, he stated that there are balances left from previous years and need to know those amounts to address issues, including the security cameras. Wasn't the money to replace cameras requested for the current year?

A. Mr. Snyder responded that replacement of security camera system and carpets was requested for the current year application. We are looking at previous years balances to address other concerns brought to our attention by residents.

Q. You requested funds to replace doors, did you not? So, what doors are you having issues with that weren't replaced?

A. The resident entrance doors were done in a previous year. Received a request from residents to install automatic door openers on the laundry and recycle rooms. Not sure we can do this because they are fire doors and that could be a violation. Looking at balances to see if this is an issue that can be addressed.

Q. So the only repair with additional money is automatic door on laundry rooms?

A. Looking at some other items as well that were brought forth by residents. Mostly doors, but also expanding cameras to stairwells and repairs to the outside of the building and maintenance items.

Q. In March 2020, you applied for \$15,000 to replace vinyl flooring. Was that done?

A. Will advise.

Q. In previous minutes, it was stated that the floors were guaranteed for 25 years, but you requested CDBG funds to replace the flooring. Why would you need to replace the floors if the building is only 12 years old and the floors are guaranteed for 25? It was discussed at the February 9, 2020, meeting and is stated in the handbook.

A. Not aware of this.

Q. In 2021 application, you requested \$40,000 to replace carpet. This is in addition to \$5,000 already requested for replacement of entrance carpet. Was entrance carpet replaced? So, you need \$45,000 to replace carpet.

A. Carpet is on every floor in every hallway and all common areas, including community room.

Q. So, money from previous grant money hasn't been spent. Is that what you are saying?

A. Yes, that's why we are trying to find out balances from previous years to determine if we can address some of the residents' concerns brought forth.

Q. So, if you have money left over from previous years for carpet that hasn't been replaced, don't you have to use that money to replace carpet?

A. No, if we let the Township know another need has come up, they allow that.

Q. You can request money for things, not use it for those items and spend it on other things?

A. Yes, like any other budget revision. You revise budget and if approved, then yes.

Q. Does anyone have an update on the Land Development Deal? Haven't heard an update in 9 months.

A. No update.

Judy Melvin – 110

Q. Regarding the list of repairs, what about change machines in the laundry rooms?

A. Have been in contact with the laundry supplier and looking at the cost involved to convert the machines to card reader machines.

Q. My shower is not level and every day I use a squeegee to get the water from one end to another. I just want my shower level.

A. Maintenance will inspect the problem and provide a quote to determine if this can be corrected.

Follow up by Ms. Coyne

Q. It was stated that the Housing Authority and the LP don't have much money. Can you tell me the current balance the Housing Authority has available?

A. Will advise

Q. Can you send that to me, and the LP?

A. Financial statements for the Housing Authority are online.

Q. You'll send me the LP balance?

A. Will advise.

Q. How soon? Time frame?

A. Within a few days.

MOTION TO ADJOURN – A motion to adjourn the meeting at 6:19 PM was made by Commissioner Orner and seconded by Commissioner Rossell. Said motion passed unanimously.

Respectfully submitted,
Adrienne M. Cutter

Dated: October 30, 2021