

**MINUTES**

**GLOUCESTER TOWNSHIP HOUSING AUTHORITY**

**REGULAR MEETING**

**December 14<sup>th</sup>, 2021 6:00PM**

The Regular Meeting of the Gloucester Township Housing Authority was held remotely on December 14, 2021.

A roll call for remote attendance was taken:

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

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 November 9, 2021. Commissioner Hunt seconded the motion. Said meeting minutes were approved unanimously.

**CHAIRPERSON'S REPORT** – NONE.

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

**OLD BUSINESS** – NONE

**NEW BUSINESS – RESOLUTIONS**

**RESOLUTION 21-12-14-1**– Approving payment of invoices for the month of December. Commissioner Orner motioned to approve the December invoices and seconded by Commissioner Carlamere. Said motion passed unanimously.

**RESOLUTION 21-12-14-2** – Approving annual meeting notice. Commissioner Rossell motioned to approve the annual meeting notice and seconded by Commissioner Orner. Said motion passed unanimously.

Prior to the approval of the below resolution, discussion regarding the increased premium for the insurance renewal was held. The premium is increasing from \$88,000 to \$104,000 due to the current market and policy liability requirements by the NJHMFA

**RESOLUTION 21-12-14-3** – Approving renewal of the insurance policy for 2022. Commissioner Hunt motioned to approve the renewal of the insurance policy and seconded by Commissioner Orner. Said motion passed unanimously.

**COMMITTEE REPORTS** – NONE

**EXECUTIVE DIRECTOR'S REPORT** –

Mr. Snyder reported that bid documents were prepared to obtain quotes for a new security camera system. Documents were submitted to Triad for review. Preliminary costs for the replacement of flooring in common areas were obtained. Projects are part of the CDBG grant.

**COUNCIL LIAISON** – Councilwoman Grace asked if there was an end date to the suspension of the Market to Affordable Program. Chairperson Carlamere advised there was no end date at this time.

**PUBLIC COMMENTS** –

**Judy Melvin – 110**

**Q.** Is the repair to my shower on hold at this time?

**A.** A quote was received in the amount of \$13,000 and there are no funds available to support this repair.

As a follow up, Commissioner Orner asked about the scope of work and if another quote could be obtained.

It was explained that the repair was a complete removal and replacement of a handicap accessible shower due to the pooling of water that currently exists. Additional quotes will be obtained.

**Peter Heinbaugh**

**Q.** What is the reason for the Market to Affordable program being suspended?

**A.** The cost of purchasing homes is out of reach so program is suspended for the time being.

**Q.** Will the program resume when the conditions are different?

**A.** We can reevaluate in the new year, but for now the program is suspended.

**Q.** In the 24 months the program was active, has the Township seen any benefit from the program?

**A.** There are documents and binders to go forward with program, if the program is resumed.

**Q.** What are these documents and binders?

**A.** Market to Affordable binders and guidelines for purchasing but everything is on hold because the program is suspended for the time being.

**Q.** Are these documents and binders archived and able to be picked up and reused if the program resumes?

**A.** Yes.

**Q.** The Housing Authority hasn't performed a financial audit for many years. Are there any legal ramifications?

**A.** All Housing Authorities are under the Fiscal Control Act and are required to submit budgets and audits to the State. This Housing Authority has a small budget and doesn't operate like any other in the State as it is the only authority that has no federal funding. With a small budget, the cost for the audit doesn't make sense.

**Ray Polidoro**

**Q.** Did the Housing Authority notify council that someone had taken ill related to the Market to Affordable? How did Council know this?

**A.** No comment

**Q.** Did anyone on this call representing the Housing Authority, notify Council, or Mayor's office that someone related to Market to Affordable was ill?

**A.** Not to my knowledge.

**Q.** While suspended, were payments also suspended to the Market to Affordable individual and Triad, the consultant?

**A.** Yes to the individual. Triad is not paid out of the MTA funds.

**Q.** Are all documents requested under OPRA going to be handled by the law firm?

**A.** DeCotiis handles all OPRA requests.

**MOTION TO ADJOURN** – A motion to adjourn the meeting at 6:42 PM was made by Commissioner Hunt and seconded by Commissioner Rosell. Said motion passed unanimously.

Respectfully submitted,

**Adrienne M. Cutter**

Dated: December 30, 2021