

**MINUTES OF THE NOVEMBER 9, 2020  
REGULAR MEETING  
OF THE HOUSING AUTHORITY  
OF THE TOWN OF PHILLIPSBURG**

A Meeting of the Housing Authority of the Town of Phillipsburg was held on November 9, 2020 at 6:00 P.M., via telephone conference pursuant to the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.

The meeting was called to order by Chairperson John Korp at 6:00P.M. and upon roll call the following members were present: Commissioners: Korp, Shelly, Swick, Baptista, Corcoran, & Van Why. Also present was Executive Director Paul Rummerfield and General Counsel, Katharine Fina, Esq.

Chairperson Korp announced in accordance with the Open Public Meetings Act, notice of the meeting was delivered to the Express-Times, Municipal Clerk, posted in the Municipal Building, posted in the Housing Authority Office and on the website. Chairperson Korp directed said announcement to be entered in the minutes of the meeting.

**ACCEPTANCE OF THE MINUTES OF THE REGULAR MEETING OF OCTOBER 7, 2020**  
*Commissioner Corcoran* moved to approve the minutes, which motion was seconded by *Commissioner Van Why*. Chairman Korp advised that he voted “no” on Resolution No. 1789 and requested that the minutes be changed to reflect as such. With this change, the Minutes were unanimously accepted.

**ACCEPTANCE OF THE MINUTES OF THE EXECUTIVE SESSION OF OCTOBER 7, 2020**  
*Commissioner Corcoran* moved to approve the minutes, which motion was seconded by *Commissioner Swick*. Minutes were unanimously accepted.

**BILLS – OCTOBER 2020**

*Commissioner Corcoran* moved to approve the bills for August 2020, which motion was seconded by *Commissioner Baptista*. All were in favor of this motion.

**NEW BUSINESS:**

**RESOLUTION #1792 – APPROVAL FOR CHANGE ORDER #1 TO AUTOMATIC DOOR SYSTEMS FOR RESIDENTIAL CANOPY ROOF REPLACEMENT**

**BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby approves and authorizes said Change Order #1 in the amount of \$5,588.83 for additional materials for the Residential Canopy Roof Replacement.

*Commissioner Van Why* moved to adopt Resolution #1792, which motion was seconded by *Commissioner Shelly*. All were in favor of this motion.

**RESOLUTION #1793 – APPROVAL FOR CHANGE ORDER #2 TO AUTOMATIC DOOR RESIDENTIAL CANOPY ROOF REPLACEMENT**

**BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby approves and authorizes said Change Order #2 in the amount of \$20,547.37 to remove & replace exterior concrete lintels.

*Commissioner Van Why* moved to adopt Resolution #1793, which motion was seconded by *Commissioner Shelly*. All were in favor of this motion.

**RESOLUTION #1794 – APPROVAL FOR CHANGE ORDER #3 TO AUTOMATIC DOOR SYSTEMS FOR RESIDENTIAL CANOPY ROOF REPLACEMENT**

**BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby approves and authorizes said Change Order #3 in the amount of \$725.00 for removal of materials.

*Commissioner Van Why* moved to adopt Resolution #1794, which motion was seconded by *Commissioner Shelly*. All were in favor of this motion.

**RESOLUTION #1795 – APPROVAL FOR CHANGE ORDER #1 TO HYGRADE INSULATORS FOR COMMUNITY CENTER REROOFING**

**BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby approves and authorizes said Change Order #1 in the amount of \$19,873.86 for new fascia and soffit.

*Commissioner Shelly* moved to adopt Resolution #1795, which motion was seconded by *Commissioner Corcoran*. All were in favor of this motion.

**RESOLUTION #1796 – APPROVAL FOR CHANGE ORDER #2 TO HYGRADE INSULATORS FOR COMMUNITY CENTER REROOFING**

**BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby approves and authorizes said Change Order #1 in the amount of \$11,960.13 for installation of new structural framing to eliminate pinch points.

*Commissioner Shelly* moved to adopt Resolution #1796, which motion was seconded by *Commissioner Corcoran*. All were in favor of this motion.

**RESOLUTION #1797 – APPROVAL OF PAYMENT TO CMG OF EASTON INC.**

**BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby approves and authorizes payment in the amount of \$7,713.00 to CMG of Easton, Inc. for services rendered for the main office entrance vestibule.

*Commissioner Baptista* moved to adopt Resolution #1797, which motion was seconded by *Commissioner Shelly*. All were in favor of this motion.

**RESOLUTION #1798 – APPROVAL OF PAYMENT TO AUTOMATIC DOOR SYSTEMS, LLC**

**BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby approves and authorizes payment in the amount of \$81,036.74 to Automatic Door Systems, LLC for services rendered for residential canopy roof replacement.

*Commissioner Swick* moved to adopt Resolution #1798, which motion was seconded by *Commissioner Van Why*. All were in favor of this motion.

**RESOLUTION #1799 – APPROVAL OF PAYMENT TO W2A DESIGN GROUP**

**BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby approves and authorizes payment in the amount of \$3,830.25 to W2A Design Group for services rendered for the Terrace handrail project.

*Commissioner Swick* moved to adopt Resolution #1799, which motion was seconded by *Commissioner Baptista*. All were in favor of this motion.

**RESOLUTION #1800 – APPROVAL OF PAYMENT TO DEPOT CREDIT SERVICES**

**BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby approves and authorizes payment in the amount of \$1,189.09 to Home Depot Credit Services for materials for residential canopy roof replacements.

*Commissioner Corcoran* moved to adopt Resolution #1800, which motion was seconded by *Commissioner Swick*. All were in favor of this motion.

**RESOLUTION #1801 – APPROVAL OF PAYMENT TO AUTOMATIC DOOR SYSTEMS, LLC**

**BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby approves and authorizes payment in the amount of \$28,890.00 to Automatic Door Systems, LLC for services rendered for residential canopy roof replacement.

*Commissioner Shelly* moved to adopt Resolution #1801, which motion was seconded by *Commissioner Van Why*. All were in favor of this motion.

**RESOLUTION #1802 – APPROVAL OF PAYMENT TO LAN ASSOCIATES**

**BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby approves and authorizes payment in the amount of \$6,135.75 to LAN Associates for services rendered for the John F. O'Donnell elevator replacement.

*Commissioner Van Why* moved to adopt Resolution #1802, which motion was seconded by *Commissioner Corcoran*. All were in favor of this motion.

**RESOLUTION #1803 – APPROVAL OF PAYMENT TO LOOKFIRST TECHNOLOGY, LLC**

**BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby approves and authorizes payment in the amount of \$289.93 to LookFirst Technology, LLC for cameras to desktop computers.

*Commissioner Corcoran* moved to adopt Resolution #1803, which motion was seconded by *Commissioner Van Why*. All were in favor of this motion.

**RESOLUTION #1804 – APPROVAL OF PAYMENT TO THE DURNIN CORPORATION**

**BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of the Town of Phillipsburg hereby approves and authorizes payment in the amount of \$7,750.00 to the The Durnin Corporation for labor & materials for Annex hot water heater.

*Commissioner Corcoran* moved to adopt Resolution #1804, which motion was seconded by *Commissioner Baptista*. All were in favor of this motion.

## **PUBLIC COMMENT**

Ms. Meliss Paulus commented on the incorrect information on the Authority's website for the November 4, 2020 meeting. She also stated that the approved minutes from the Board of Commissioners' meetings are not on the Authority's website.

Mr. Matthew Scerbo asked why he was no not sworn-in as a commissioner. Chairman Korp advised that he did not know that Mr. Scerbo had been formally appointed to the Board of Commissioners as the Town did not send its customary, formal letter. Executive Director Rummerfield advised that once the Authority receives formal notice of the appointment, Mr. Scerbo may be sworn-in prior to the next Board meeting.

## **ADJOURNMENT**

There being no further business to come before this Authority, Commissioner Corcoran moved at the call of Chairman Korp, the meeting be adjourned, which motion was seconded by Commissioner Shelly. Upon roll call the motion was unanimous. Meeting adjourned.