

Minutes of Board of Commissioner's Meeting

Held on January 8, 2014 opening at 6:00 p.m.

Present: Commissioners : Ann Baptista; John Korp, Phil Mugavero,

Rick Turdo; Chairman, Jim Shelly, Executive Director/Secretary/Treasurer: Paul Rummerfield; Attorney: Jenna Rottenberg;

Property Managers: K. DeGerolamo, Nan Quinn

Absent: Commissioners Cecile Fransceschino, Rob Larsen

Called to order and roll call by James Shelly in accordance with the Open Meetings Act delivered to the Express-Times, Acting Municipal clerk and posted in the Municipal Bldg., Housing Authority Office and Website.

Motion: Approval of the minutes of Regular Meeting of December 4, 2013

First: A. Baptista
Second: P. Mugavero

All voted yes
Absent: C. Fransceschino, R. Larsen

Motion: Accept the Bills of December 2013

First: R. Turdo
Second: A. Baptista

All voted yes
Absent: C. Fransceschino, R. Larsen

Communications:

Move Ins/Outs-

Report Attached

List of applications

Report Attached

Finance/Bank Balances –

Auditor in last month – No findings – Hard copy should be delivered in January.

The plan is to have the auditor and Bill Kachen attend the February meeting. Audit due to HUD in March.

Maintenance –

P. Rummerfield discussed the 2013 Stats. (attached).

Residents -

Two units in the Family developments were discussed with regard to damages tenants incurred to units. One was abandoned with broken windows and a damaged radiator which caused water to pour out of the radiator, damaging the floors. It is believed that there were gang symbols written on the walls as well. The other unit was damaged by a boyfriend who broke the front door.

P. Rummerfield would like to pursue these tenants in court for damages.

Development-

J.F. O'Donnell tile floors are complete on first floor.

Heckman House – AC sleeves units are in, some touch up being completed

Heckman House lobby and community room is still in progress. Painting and chair rail installation, front door installation are in various stages of completion.

Personnel-

Request was made to the board to allow P. Rummerfield to carry over 2.5 vacation days into 2014.

Motion: Motion to allow P. Rummerfield to carry over 2.5 vacation days to 2014.

First: R. Turdo

Second: A. Baptista

All voted yes

Absent: C. Fransceschino, R. Larsen

Administrative Report –

Ribbon Cutting ceremony is to be held for the Cops and Kids Reading Program on Saturday January 11, 2014 at 1:00 p.m. in the Maintenance Building Community Room. This is a joint effort with NORWESCAP (Georgejean Trinkle) Paul Rummerfield invited all of the commissioners. Refreshments will be served.

Visitor: Yvette Day from the Community Prevention Resource of Warren County program gave a presentation on launching a Smoke Free initiative within the PHA. Discussion was held on how the program would be implemented; where it would be begin (senior high rises) and what service this organization would provide to aid the tenants. It was well received by all of the commissioners present. A board resolution was necessary to bind the partnership with this organization and the PHA.

Motion: *Motion* to form a partnership with Community Prevention Resource of Warren to launch a smoke free policy within the PHA

First: A. Baptista
Second: J. Korp

All voted yes
Absent: C. Fransceschino, R. Larsen

New Business -

Motion: ***Resolution #1210*** to make final payment to Bayshore General Co. for \$17,240.00

First: J. Korp
Second: P. Mugavero

All voted yes
Absent: C. Fransceschino, R. Larsen

Motion: ***Resolution #1211*** to make payment of \$95,088.00 to Coopersmith General Co.

First: John Korp
Second: P. Mugavero

All voted yes
Absent: C. Fransceschino, R. Larsen

Motion: Motion to adjourn

First: J. Korp
Second: P. Mugavero

All voted yes
Absent: C. Fransceschino, R. Larsen

Adjournment: 7:25 p.m.

W. PAUL RUMMERFIELD
Executive Director/Secretary-Treasurer

JAMES M. SHELLY
Chairman