

Minutes of Board of Commissioner's Meeting

Held on March 5, 2014 opening at 6:00 p.m.

Present: Commissioners: Ann Baptista; John Korp, Cecile Fransceschino, Rob Larsen, Chairman, Jim Shelly, Executive Director/Secretary/Treasurer: Paul Rummerfield; Attorney: Jenna Rottenberg;

Property Managers: K. DeGerolamo, Nan Quinn

Absent: Commissioners P. Mugavero, R. Turdo

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 February 11, 2014

First: J. Korp

Second: A. Baptista

All voted yes

Absent: P. Mugavero, R. Turdo

Motion: Accept the Bills of February 2014

First: J. Korp

Second: A. Baptista

All voted yes

Absent: P. Mugavero, R. Turdo

Communications:

Move Ins/Outs-

- Report Attached

List of applications

- Report Attached

Finance/Bank Balances –

- Accountants to attend 4/2/14 meeting;
- Would like a special meeting for the board to approve the audit before the 4/2/14 meeting;
- P.R. would like the board to voice their disapproval (if so inclined) of the accountant again leaving PHA budget to the last minute, as the process began in December.

Maintenance – Reports

- Break in Ricwell. Staff is trying a new product to repair the breaks.
- Damaged floors in the Annex are to be repaired by maintenance; Insurance claim should cover costs.

Residents -

Development-

- HH - Minor punch list to be completed for lobby/community room
- PHA is working on the furniture order for the community room and sitting area in lobby.
- AK- bids are out for work at Andover

Personnel-

Administrative Report –

- Electric Bill – spiked – PR is disputing the charges; waiting for response
- Proposals are out for a Risk Manager
- Security Cameras – bid is out for 12-13 cameras at Heckman House
- Torte Claim Notice served on January 5, 2014 naming Town of Phillipsburg and Phillipsburg Housing Authority.
- NJNAHRO Conference announced - April 22-24 2014 Atlantic City
- Starting the process to hire an Administrative Assistant

New Business -

Motion: **Resolution #1221** to make payment of \$36,990.00 to Coopersmith General Co.

First: John Korp
Second: A. Baptista

All voted yes
Absent: P. Mugavero, R. Turdo

Motion: **Resolution #1222** to pay Northeast Remote Surveillance in the amount of \$15,067.00

First: J. Korp
Second: A. Baptista

All voted yes
Absent: P. Mugavero, R. Turdo

Adjournment-

Motion: Motion to adjourn

First: A. Baptista
Second: C. Fransceschino

All voted yes
Absent: P. Mugavero, R. Turdo

Adjournment: 7:25 p.m

W. PAUL RUMMERFIELD
Executive Director/Secretary-Treasurer

JAMES M. SHELLY
Chairman