

Minutes of Board of Commissioner's Meeting

Held on May 7, 2014 opening at 6:00 p.m.

Present: Commissioners: Ann Baptista, Cecile Fransceschino, R. Turdo
Chairman, Jim Shelly, Executive Director/Secretary/Treasurer: Paul Rummerfield;
Absent: Commissioners John Korp, P. Mugavero, Rob Larsen

Attorney: Jenna Rottenberg;

Property Managers: K. DeGerolamo, Nan Quinn

Guests: None

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 March 5 and April 2, 2014
Unable to approve at this meeting hold until June Meeting**

First: N/A

Second:

All voted

Absent:

Motion: Accept the Bills of April 2014

First: R. Turdo

Second: A. Baptista

All voted yes

Absent: John Korp, P. Mugavero, Rob Larsen

Communications:

Report of the Secretary - Treasurer

Move Ins/Outs-

- April Reports Attached

List of applications

- April Reports Attached

Vacancy Report

Report of Committees

Finance/Bank Balances – April

Maintenance – Activity Reports

- Considering options for repair of roofs for Senior High Rise
- Discussion of Sewage on Kneedler Avenue because of Lopatcong Township's sewer pipes
- Update Ricwell Project on Elm Street

Residents –

- Review of Garbage pick up – push to get tenant's to refrain from dumping items outside of units by following proper procedure, i.e. calling in a work order, placing items out at proper time or facing fines if ignored.
- Recycling discussed –seems to be successful, need of new recycling cans due to tenant negligence
- Discussion of Pool Passes and request to approve issuance 2014 pool passes
- President of JFO Social Club moved out

Motion: To continue the issuance of Pool Passes (2014 Season) at same price to tenant's without lease violations.

First: R. Turdo
Second: A. Baptista
All voted yes
Absent: R. Larsen, C. Franceschino, P. Mugavero

Development/Modernization –

- Heckman House furniture on back order
- Telephone issues on Elevator in HH
- Andover Kent construction meeting with Contractor. Projected finish date for October 2014
- Tenant meeting held at Andover Kent to discuss project - of the 36 residents in the building only 3 attended

Personnel-

- Discussion of an employee on night call who refused to come in for an emergency call (which happened to be a raw sewage back up on Kneedler Avenue)
- Discussion of an employee scheduled for Holiday trash removal (Memorial Day) failed to advise supervisor that he would be unavailable for work;
- ED advised possibility of disciplinary action with regard to both employees

Administrative Report –

- Smoke Free Policy for senior high rise discussed
- Discussion on Flat rents
- ED advised camera bid reviewed and recommends award to Northeast Surveillance

Motion – *Resolution #1228* to approve a Smoke Free Policy for all three senior High Rise Buildings

(J.F. O'Donnell, Heckman House, Andover-Kent)

First: A. Baptista
Second: R. Turdo
All voted yes
Absent: John Korp, P. Mugavero, Rob Larsen

- PHAS Scoring report discussed; PHA continues to be a High Performer
- Reviewed and discussed awarding Fee Accounting Services to Bill Katchen

Motion – *Resolution #1229* to award the Fee Accounting Service to Bill Katchen

First: A. Baptista
Second: C. Franceschino
All voted yes
Absent: John Korp, P. Mugavero, Rob Larsen

Motion – *Resolution #1230* to award camera bid to Northeast Surveillance. Bid amount \$38,500.00

First: A. Baptista
Second: R. Turdo
All voted yes
Absent: John Korp, P. Mugavero, Rob Larsen

New Business -

Discussion of the Community Service Policy with regard to the definition of a disability. Recommended that the policy be changed so that it is consistent with the lease.

Motion - *Resolution #1231* to amend the Community Service Policy with regard to the definition of a disability so that it is consistent with the lease (see attached).

First: A. Baptista
Second: R. Turdo
All voted yes
Absent: John Korp, P. Mugavero, Rob Larsen

Executive Session

Motion - Motion to move to Executive Session

First: A. Baptista
Second: C. Franceschino
All voted yes
Absent: John Korp, P. Mugavero, Rob Larsen

Motion: - Motion to move to Regular Session

First: R. Turdo
Second: A. Baptista
All voted yes
Absent: John Korp, P. Mugavero, Rob Larsen

Adjournment-

Motion - Motion to adjourn

First: A. Baptista
Second: C. Franceschino
All voted yes
Absent: John Korp, P. Mugavero, Rob Larsen

Adjournment: 7:00 p.m.

W. PAUL RUMMERFIELD
Executive Director/Secretary-Treasurer

JAMES M. SHELLY
Chairman