

# AGENDA

APRIL 8, 2026

**1. CALL TO ORDER**

*Pledge of Allegiance (Please stand)*

**2. ROLL CALL**

**3. ANNOUNCEMENT OF OPEN MEETINGS ACT**

*The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Phillipsburg Housing Authority has caused notice of this meeting to be published by having the date, time, and place posted in the Phillipsburg Housing Authority Lobby, the Phillipsburg Municipal Building Lobby, filed with the Phillipsburg Town Clerk, advertised in the Express-Times and on the Phillipsburg Housing Authority Website.*

**4. PUBLIC COMMENTS**

**5. APPROVAL OF THE MINUTES OF THE REGULAR MEETING ON MARCH 11, 2026**

**6. APPROVAL OF THE MINUTES OF THE SPECIAL MEETING ON APRIL 1, 2026**

**7. BILLS –MARCH 2026**

**8. COMMUNICATIONS**

**9. ADMINISTRATIVE REPORT**

(Executive Director's Report)

**10. REPORT OF THE SECRETARY TREASURER**

- a. Move Outs
- b. Move Ins
- c. List of Applications
- d. Vacancy Report

**11. REPORT OF COMMITTEES**

- a. Finance/Bank Balances
- b. Personnel

## 12. NEW BUSINESS

### **RESOLUTION #: 2395 - APPROVAL OF PAYMENT TO “W2A DESIGN GROUP” FOR HVAC REPLACEMENT IN THE MAINTENANCE BUILDING**

**WHEREAS**, *Housing Authority of the Town of Phillipsburg* is engaged in an agreement with “W2A DESIGN GROUP” and;

**WHEREAS**, “W2A Design Group” is hereby requesting payment for the Maintenance Building HVAC Replacement in the amount of **\$1,040.00**, and;

**NOW, THEREFORE, BE IT RESOLVED**, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of **\$1,040.00** to “W2A Design Group” for Maintenance Building HVAC Replacement from the Capital Account.

### **RESOLUTION #: 2396 - APPROVAL OF PAYMENT TO “GIAMPAOLO & ASSOCIATES”**

**WHEREAS**, *Housing Authority of the Town of Phillipsburg* is engaged in an agreement with “*Giampaola & Associates*” and;

**WHEREAS**, “*Giampaola & Associates*” is hereby requesting payment in the amount of **\$2,000.00** for the Independent Audit.

**BE IT RESOLVED**, by the *Board of Commissioners of the Housing Authority of Phillipsburg* hereby approves and authorizes said payment in the amount of **\$2,000.00** to “*Giampaola & Associates*” for the Independent Audit.

### **RESOLUTION #: 2397 - APPROVAL OF PAYMENT TO “REINER GROUP” FOR HVAC REPLACEMENT IN THE MAINTENANCE SHOP**

**WHEREAS**, *Housing Authority of the Town of Phillipsburg* is engaged in an agreement with “*Reiner Group*”, and;

**WHEREAS**, “*Reiner Group*” is hereby requesting payment in the amount of **\$144,550.00** for HVAC Replacement in the Maintenance Shop, and;

**BE IT RESOLVED**, by the *Board of Commissioners of the Housing Authority of Phillipsburg* hereby approves and authorizes said payment in the amount of **\$144,550.00** to “*Reiner Group*.” for HVAC Replacement in the Maintenance Shop from the Capital Account.

### **RESOLUTION #: 2398 - APPROVAL OF PAYMENT TO “THE NADER GROUP” FOR SURVEYOR SERVICES**

**WHEREAS**, *Housing Authority of the Town of Phillipsburg* is engaged in an agreement with “The Nader Group”; and;

**WHEREAS**, “The Nader Group” is hereby requesting payment in the amount of **\$4,000.00** for surveyor services, and;

**NOW, THEREFORE, BE IT RESOLVED**, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of **\$4,000.00** to “The Nader Group” for surveyor services from the Capital Account.

**RESOLUTION #: 2399 - APPROVAL OF PAYMENT TO "GPC, INC" FOR PAINTING ANDOVER-KENT CORRIDORS & COMMUNITY ROOM**

**WHEREAS**, *Housing Authority of the Town of Phillipsburg* is engaged in an agreement with "*GPC, Inc.*", and;

**WHEREAS**, "*GPC Inc.*" is hereby requesting payment in the amount of \$54,701.11 for painting of the Andover-Kent Towers Corridors & Community Area, and;

**BE IT RESOLVED**, by the *Board of Commissioners of the Housing Authority of Phillipsburg* hereby approves and authorizes said payment in the amount of \$54,701.11 to "*GPC, Inc.*" for painting of the Andover-Kent Towers Corridors & Community Room from the Capital Account.

**RESOLUTION #: 2400 - APPROVAL OF PAYMENT TO "CDW GOVERNMENT" FOR COPIER & TONER FOR ENVISION CENTER**

**WHEREAS**, *Housing Authority of the Town of Phillipsburg* is engaged in an agreement with "*CDW Government*" and;

**WHEREAS**, "*CDW Government*" is hereby requesting payment in the total amount of \$2,732.12 for Copier & Toner for the Envision Center, and;

**NOW, THEREFORE, BE IT RESOLVED**, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$2,732.12 to "*CDW Government*" for Copier & Toner for the Envision Center from the Library Grant Account.

**RESOLUTION #: 2401 - APPROVAL OF PAYMENT TO "MAGIC TOUCH" FOR ELECTRIC FOR INFORMATIONAL MONITORS FOR THREE HIGH-RISES**

**WHEREAS**, *Housing Authority of the Town of Phillipsburg* is engaged in an agreement with "*Magic Touch*" and;

**WHEREAS**, "*Magic Touch*" is hereby requesting payment in the total amount of \$2,800.88 for Electric for Informational Monitors for Three High-Rises, and;

**NOW, THEREFORE, BE IT RESOLVED**, *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said payment in the amount of \$2,800.88 to "*Magic Touch*" for Electric for Informational Monitors for Three High-Rises from the Library Grant Account.

**RESOLUTION #: 2402 - APPROVAL OF PAYMENT TO "LOOKFIRST TECHNOLOGY, LLC" FOR IT CONSULTING & INSTALLATION OF A NEW SWITCH**

**WHEREAS**, *Housing Authority of the Town of Phillipsburg* is engaged in an agreement with "*Lookfirst Technology, LLC.*" and;

**WHEREAS**, "*Lookfirst Technology, LLC.*" is hereby requesting payment in the amount of \$1,089.80 for IT Consulting & Installation of a new switch, and;

**BE IT RESOLVED**, by the *Board of Commissioners of the Housing Authority of Phillipsburg* hereby approves and authorizes said payment in the amount of \$1,089.80 to "*LookFirst Technology, LLC*" for IT Consulting & Installation of a new switch through the Library Grant.

**RESOLUTION #: 2403 - APPROVAL OF PAYMENT TO “AMAZON” FOR MONITORS & MOUNTING BRACKETS**

**WHEREAS**, *the Housing Authority of the Town of Phillipsburg* is engaged in an agreement with “Amazon”; and,

**WHEREAS**, “Amazon” is hereby requesting payment in the amount of **\$2,055.09** for Monitors & Mounting Brackets; and,

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the *Housing Authority of the Town of Phillipsburg* hereby approves said payment in the amount of **\$2,055.09** for Monitors & Mounting Brackets.

**RESOLUTION #: 2404 - APPROVAL TO APPOINT “THE NADER GROUP” FOR ARCHITECT OF RECORD**

**WHEREAS**, *Housing Authority of the Town of Phillipsburg* hereby advertised for Proposals for an “Architect of Record”; and

**WHEREAS**, *Housing Authority* received proposals from the following companies:

	<b>Principal</b>	<b>Engineer</b>	<b>EIT</b>	<b>Architect</b>	<b>Field Inspector</b>	<b>Draftsman</b>	<b>Tech</b>
<b>W2A</b>	\$150.00	\$160.00	\$120.00	\$95.00	\$100.00	\$85.00	\$75.00
<b>Nader</b>	\$155.00	\$150.00	\$115.00	\$115.00	\$125.00	\$105.00	\$100.00
<b>Lothrop</b>	\$225.00	\$200.00	\$170.00	\$175.00	\$150.00	\$125.00	\$100.00
<b>Thriven</b>	\$280.00	\$200.00	\$155.00	\$130.00	\$130.00	\$110.00	\$110.00
<b>O&amp;S</b>	\$425.00	\$265.00	\$220.00	\$265.00	\$185.00	\$165.00	\$165.00

**WHEREAS**, Thomas F. McGuire, Executive Director recommends awarding the Architect of Record to “The Nader Group”.

**NOW THEREFORE BE IT RESOLVED**, *the Board of Commissioners of the Housing Authority of the Town of Phillipsburg* hereby awards the Proposal for Architect of Record to “The Nader Group”.

**RESOLUTION #: 2405 - APPROVAL TO APPOINT “VEL CONSTRUCTION” FOR APARTMENT MAKE READY SERVICES**

**WHEREAS**, *Housing Authority of the Town of Phillipsburg* hereby advertised for Proposals for “Apartment Make Ready Services”; and

**WHEREAS**, *Housing Authority* received proposals from the following companies:

	<b>VEL Construction</b>	<b>Master Build and Design</b>
1) <u>525 Fisher Ave-424</u>	\$9,100.00	\$7,450.00
2) <u>525 Fisher Ave-407</u>	\$8,800.00	\$7,450.00
3) <u>518 Williams Way</u>	\$18,500.00	\$10,500.00
4) <u>530 Williams Way</u>	\$9,200.00	\$9,300.00
5) <u>463 Watson Pl</u>	\$8,000.00	\$9,500.00
6) <u>465 Anderson St</u>	\$10,000.00	\$13,500.00
7) <u>522 Roseberry St</u>	\$9,200.00	\$13,500.00
8) <u>485 Elm St</u>	\$7,250.00	\$9,250.00
9) <u>588 Green St</u>	\$8,650.00	\$11,250.00
10) <u>567 Walnut St</u>	\$9,000.00	\$9,750.00

11) <u>235 S. Main Apt-211</u>	\$6,100.00	\$7,450.00
12) <u>235 S. Main Apt-514</u>	\$6,850.00	\$7,270.00

**WHEREAS**, Thomas F. McGuire, Executive Director recommends awarding the Apartment Make Ready Services to “*VEL Construction*”.

**NOW THEREFORE BE IT RESOLVED**, *the Board of Commissioners of the Housing Authority of the Town of Phillipsburg* hereby awards the Proposal for Apartment Make Ready Services to “*VEL Construction*”.

**RESOLUTION #: 2406 - APPROVAL OF PHILLIPSBURG HOUSING AUTHORITY BOARD OF COMMISSIONERS TO SUBMIT THE FIVE YEAR AND ANNUAL PLANS 2026 – 2030 TO HUD**

**WHEREAS**, The Housing Authority of the Town of Phillipsburg Commissioners desirous of submitting its 2026 – 2030 Five Year and Annual Plan to HUD for approval, and

**WHEREAS**, the Housing Authority of the Town of Phillipsburg are desirous of authorizing Thomas McGuire, the Executive Director, to execute the plans and its attachments on behalf of the Phillipsburg Housing Authority and return same to the Department of HUD.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Housing Authority of Phillipsburg to hereby authorize the Executive Director, Thomas McGuire, to execute the 2026 – 2030 Five Year and Annual Plan and all its components.

**RESOLUTION #: 2407 - APPROVAL OF ACC AMENDMENT TO ITS CAPITAL FUND PROGRAM IN THE AMOUNT OF \$2,262,675.00**

**WHEREAS**, *the Housing Authority of the Town of Phillipsburg* has received the 2026 ACC Amendment to its Capital Fund Program in the amount of **\$2,262,675.00**, and

**WHEREAS**, *the Housing Authority of the Town of Phillipsburg Board of Commissioners* are desirous of authorizing Thomas McGuire, the Executive Director, to execute the Amendment on behalf of the Phillipsburg Housing Authority and return same to the Department of HUD.

**NOW, THEREFORE, BE IT RESOLVED**, by the *Board of Commissioners of the Housing Authority of Phillipsburg* to hereby authorize the Executive Director, Thomas McGuire, to execute the 2026 ACC Amendment to the Capital Fund Program.

**13. COMMISSIONER COMMENTS**

**14. EXECUTIVE SESSION (if needed)**

**15. ADJOURNMENT**