# Phillipsburg Housing Authority

# AGENDA

## OCTOBER 26, 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 TAPinto Phillipsburg and on the Phillipsburg Housing Authority Website.*

4. **PUBLIC COMMENTS**

5. **APPROVAL OF THE MINUTES** OF THE REGULAR MEETING ON SEPTEMBER 9, 2026

6. **BILLS** –SEPTEMBER 2026

7. **COMMUNICATIONS**

8. **ADMINISTRATIVE REPORT**

   (Executive Director's Report)

9. **REPORT OF THE SECRETARY TREASURER**

   **a.** Move Outs

   **b.** Move Ins

   **c.** List of Applications

   **d.** Vacancy Report

10. **REPORT OF COMMITTEES**

    **a.** Finance/Bank Balances

    **b.** Personnel

11. **NEW BUSINESS**

**RESOLUTION #: 2479- APPROVAL OF PAYMENT TO "*CVR ASSOCIATES, INC.*" FOR RAD RELOCATION SERVICES**

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

**WHEREAS,** "*CVR Associates, Inc.*" is hereby requesting payment in the amount of **$1,238.75** for RAD Relocation 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 **$1,238.75** to "*CVR Associates, Inc.*" for RAD Relocation Services from the Capital Account.

**RESOLUTION #: 2480- 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 **$21,000.00** 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 **$21,000.00** to "*The Nader Group*" for surveyor services from the Capital Account.

**RESOLUTION #: 2481- APPROVAL OF PAYMENT TO "VEL CONSTRUCTION" FOR APARTMENT MAKE READY SERVICES**

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

**WHEREAS,** *"Vel Construction*" is hereby requesting payment in the amount of **$59,850.00** for Apartment Make Ready Services, 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 **$59,850.00** to "*Vel Construction*" for Apartment Make Ready Services from the Capital Account.

**RESOLUTION #: 2482- APPROVAL OF PAYMENT TO "AMAZON"**

**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 **$2,264.46** for cable, dry erase markers and protection plans for the Envision Center

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the *Housing Authority of the Town of Phillipsburg* hereby approves said purchase of cable, dry erase markers and protections plans for the Envision center through the Library Grant.

**RESOLUTION #: 2483- APPROVAL OF THE PURCHASE OF CAMERAS, ACCESSORIES, LICENSES & INSTALLATION FOR THE THREE HIGH RISE UNITS THROUGH BERGEN COUNTY CO-OP CONTRACT #CK04 SUBCONTRACT #24-38**

**WHEREAS**, *the Housing Authority of the Town of Phillipsburg* is in need of additional cameras to update security in the Three High-Rise Buildings; and,

**WHEREAS,** *Housing Authority* received a proposal from "*SHI"* through the Bergen County Co-op to purchase Cameras, Accessories, Licenses & installation in the amount of **$330,904.51**; and,

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|---|---|
| **Andover Kent Towers** | $115,629.87 |
| **John F. O'Donnel Apartments** | $108,895.23 |
| **Heckman House** | $106,379.41 |

**WHEREAS** Thomas F. McGuire, Executive Director recommends awarding the purchase of these cameras, accessories, licenses and installation, and,

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the *Housing Authority of the Town of Phillipsburg* hereby approves said purchase of Cameras, Accessories, Licenses & Installation from "*SHI"* in the amount of **$330,904.51** for said Cameras for the Three High Rise Units through the ESCNJ Co-op.

**RESOLUTION #: 2484 APPROVAL TO AMEND SECTION 9- III.B "DEPARTURE OF A FAMILY OR HOUSHOLD MEMBER" AND SECTION 7-III.K "ZERO INCOME FAMILIES" TO THE ADMISSIONS & OCCUPANCY (ACOP) POLICY**

**WHEREAS,** *Housing Authority of the Town of Phillipsburg* desires to amend Section 9-III.B "Departure of a Family or Household Member" and Section 7-III.K "Zero Income Families" to the Admissions & Occupancy (ACOP) Policy and;

**WHEREAS,** "the Executive Director is recommending the Board of Commissioners approve said amendment of the Admissions and Occupancy (ACOP) Policy, and;

**NOW THEREFORE BE IT RESOLVED,** *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said amendment of the Admissions and Occupancy (ACOP)Policy.

**RESOLUTION #: 2485- APPROVAL TO AMEND SECTION 11- II.B "DEPARTURE OF A FAMILY OR HOUSEHOLD MEMBER" TO THE ADMINISTRATIVE PLAN**

**WHEREAS,** *Housing Authority of the Town of Phillipsburg* desires to amend Section 11-II.B "Departure of a Family or Household Member" to the Administrative Plan and;

**WHEREAS,** "the Executive Director is recommending the Board of Commissioners approve said amendment of the Administrative Plan, and;

**NOW THEREFORE BE IT RESOLVED,** *Housing Authority of the Town of Phillipsburg Board of Commissioners* hereby approves and authorizes said amendment of the Administrative Plan.

**RESOLUTION #2486- <u>APPROVAL OF PAYMENT TO "OFFICE CONCEPTS GROUP, INC"</u>**

**WHEREAS**, *the Housing Authority of the Town of Phillipsburg* is engaged in an agreement with "Office Concepts Group, Inc."

**WHEREAS, "***Office Concepts Groups, Inc".* is hereby requesting payment in the amount of **$<u>1,346.69</u>** for Toner for Envision Printers.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the *Housing Authority of the Town of Phillipsburg* hereby approves said purchase of Toner for Printers for the EnVision Room through the Library Grant.

**12. COMMISSIONER COMMENTS**

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

**14. ADJOURNMENT**