

The Regular Meeting of the Board of Commissioners of the Housing Authority of the Borough of Clementon will be held on Wednesday, January 16, 2013 at 4:00PM in the Community Room at Wooster Towers. This meeting has been properly advertised and posted pursuant to N.J.S.A. 10:4-6, the Open Public Meetings Act.

Sheila K. Wooster
Secretary

PLEASE CALL IF YOU CANNOT ATTEND.

AGENDA

REGULAR MEETING

January 16, 2013

APPROVE MINUTES

APPROVE BILLS

MANAGEMENT

CAPITAL FUND PROGRAM (MODERNIZATION)

PUBLIC

EXECUTIVE SESSION

- 1) Review & Revise By-Laws
- 2) Review & Revise Personnel Policy

**CLEMENTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
JANUARY 16, 2013**

Salute to flag.

Chairperson Nicholson called the January 16, 2013 meeting of the Clementon Housing Authority to order and announced that the meeting has been properly advertised and posted pursuant to N.J.S.A. 10:4-6, the Open Public Meetings Act. Upon roll call the following were present: Commissioners Casella, Nicholson, Porter, Schmidt, and Watson. Also present at this meeting were Thomas J. Shusted, Jr., Solicitor, Sheila K. Wooster, Executive Director, and Barbara J. Murray, Secretary.

MINUTES

Commissioner Porter, seconded by Commissioner Casella, made a motion to approve the minutes of the December 19, 2012 Board of Commissioners Meeting as submitted. Roll call vote: All ayes.

Commissioner Watson, seconded by commissioner Casella, made a motion to approve the minutes of the December 19, 2012 Board of Commissioners Executive Session. Roll call vote: All ayes.

BILLS

Commissioner Watson, seconded by Commissioner Porter, made a motion to approve the payment of all Public Housing and Section 8 bills for checks dated January 1, 2013 through January 31, 2013 with proper certification. Roll call vote: All ayes, with Commissioner Schmidt stating that the total of all bills for the month of January 2013 is \$62,660.42.

Chairperson Nicholson turned the meeting over to Mrs. Wooster.

MANAGEMENT

Annual Plan

Mrs. Wooster advised the Board that she and Maria Cimino, our Housing Consultant, are working on the Annual Plan and asked that the Commissioners arrive at 3:45PM for our March Board Meeting, as the Public Meeting for the Annual Plan will be at that time.

Christmas Party

Mrs. Wooster read a thank you note to the Commissioners from Shirley Farmer, apartment 701, thanking them for the Christmas party and said how nice everything was.

Secondary Electric Company

Mrs. Wooster advised the Board that our secondary electric company, Direct Energy, has saved us some money on our electric bills and that the contract is up for renewal in April. Mrs. Wooster advised that our current company, Direct Energy, does not have an exit fee; and that she is speaking to another company also.

CHA Website

Mrs. Wooster advised the Board that she spoke with Sara Cornell regarding our website and that Ms. Cornell advised her that the website would be finalized by next week.

Audit

Mrs. Wooster advised that we still have not heard anything on the completion of our audit. A discussion followed. Commissioner Schmidt asked Mrs. Wooster to check and see if the contract is just in Mr. O'Neill's name or if it is a partnership. Mrs. Wooster checked the contract and it was with Mr. O'Neill only. Mrs. Wooster was directed by the Board to look into how this situation is to be handled.