

**HOUSING AUTHORITY OF THE BOROUGH OF CLEMENTON
BOARD OF COMMISSIONERS MEETING
JUNE 3, 2015**

Chairperson Nicholson called the Housing Authority of the Borough of Clementon Regular Board of Commissioners Meeting to order at 6:00PM and announced that the meeting has been properly advertised pursuant to N.J.S.A., 10:6, the Open Public Meeting Act. The meeting was held in the Community Room of Wooster Towers located at 22 Gibbsboro Road, Clementon, New Jersey.

Salute to flag.

Upon roll call the following were present: Commissioners Casella, Closs, Nicholson, Schmidt, and Watson. Also present were William J. Harris, Executive Director, Lilia Londar, Attorney, and Barbara J. Murray, Secretary.

MINUTES

Chairperson Nicholson asked for a motion to approve the minutes of the April 1, 2015 Executive Session as submitted. Commissioner Schmidt, seconded by Commissioner Casella, made a motion to approve the minutes of the April 1, 2015 Executive Session as submitted. Roll call vote: Ayes: Commissioners Casella, Closs, Nicholson, Schmidt, and Watson. The motion carried.

Chairperson Nicholson asked for a motion to approve the minutes of the April 30, 2015 Special Meeting as submitted. Commissioner Schmidt referred to the last sentence in the first paragraph on page 5 and said that he would like the minutes to reflect what was actually said and what happened for the record; Mr. Harris said that he used his editorial prerogative to relay the events as best we could and suggested to Commissioner Schmidt that if he wants a verbatim account of what was said that he should make a motion to have the minutes amended. Mr. Harris went on to say that he did not want to get into direct quotes, but that it is the Board's decision. Mr. Harris said that although he is responsible for the minutes, Ms. Murray does 99% of the minutes and he proof reads them and makes the necessary changes. He went on to say that Ms. Murray's prime responsibility is occupancy, collecting rent, work orders, and submitting information to HUD. A discussion followed.

Commissioner Schmidt made a motion, seconded by Commissioner Closs, to have the minutes amended to read that Commissioner Schmidt interrupted after being touched. Roll call vote: Ayes: Commissioners Closs, Nicholson, Schmidt, and Watson. Neys: Commissioner Casella. The motion carried.

Chairperson Nicholson asked for a motion to approve the minutes of the May 6, 2015 Board of Commissioners Meeting as submitted. Commissioner Schmidt made a motion to table the minutes of the May 6, 2015 Board of Commissioners Meeting because we just received them

before the meeting. Chairperson Nicholson asked for a second motion, seeing no second, the motion did not carry.

Commissioner Casella, seconded by Commissioner Watson, made a motion to approve the minutes of the May 6, 2015 Board of Commissioners Meeting as submitted. Roll call vote: Ayes: Commissioners Casella, Closs, Nicholson, and Watson. Neys: Commissioner Schmidt. The motion carried.

BILLS

Commissioner Casella, seconded by Commissioner Watson, made a motion to pay the bills dated May 7, 2015 thru June 3, 2015 with proper certification.

Chairperson Nicholson asked if the legal bill for March and April was a standard bill; Mr. Harris explained that there was a Section 8 Appeal Hearing and our Solicitor was the hearing officer and that Section 8 will be reimbursing Public Housing for that portion of the bill. Commissioner Closs asked if we could present the bills in a different format because the memo column is condensed. Mr. Harris advised that this report is out of QuickBooks and believes we can reformat it in excel. Commissioner Closs asked about the Siemens' bill for \$1600.00; Mr. Harris explained that was for the replacement of defective smoke detectors in a couple of apartments and in the common areas and that price includes parts and labor. Mr. Harris also said that the technician trained both Walt and Tom on the new wiring requirements for the replacement smoke detectors. Commissioner Schmidt questioned Mike Murray's bill; Mr. Harris said that it was for the painting of one efficiency apartment.

Roll call vote: Ayes: Commissioners Casella, Closs, Nicholson, Schmidt, and Watson. The motion carried.

Chairperson Nicholson turned the meeting over to William Harris.

MANAGEMENT

Mortar Joint Replacement

Mr. Harris advised that the mortar joint replacement project is completed and the work was approved by our project architect.

NJ Clean Energy Direct Install Program

Mr. Harris advised that he will be asking the Board to approve Resolution HA15-11 to endorse the filing of the application for some grant funded energy improvements through the NJ BPU's Direct Install Program. The total estimate cost of the improvements is \$36,757. BPU would pay \$25,730 or 70% and we would pay the 30% balance of \$11,027 through our gas/electric bill over the next five years.

Unit/REAC Inspections

Mr. Harris advised that we will be having our REAC inspection in a couple of weeks and that he and Walt have started the annual unit inspections.

PH Occupancy

Mr. Harris advised that as of today we are at 100% occupancy.

Resignation of Commissioner Dougherty

Mr. Harris advised that Commissioner Bill Dougherty had to resign from the Board due to family medical issues; he also said that he sent a letter to the Borough Clerk advising her of the vacancy.

RFP's for Professional Services

Commissioner Schmidt asked if it would be possible for Mr. Harris to scan and e-mail the RFP's for professional services to any of the Commissioners who would like to review them before the next meeting; Mr. Harris said that he would do that for any Commissioner who would like to review the RFP's.

Commissioner Closs also suggested that we e-mail the Board packet rather than mail it to save a little money. Mr. Harris said that if anyone would like their packet e-mailed to let him know.

NEW BUSINESS

Approve Resolution HA15-11

Commissioner Schmidt, seconded by Commissioner Watson, made a motion to approve Resolution HA15-11 Approving Application for NJ Direct Install Program Grant. Roll call vote: Ayes: Commissioners Casella, Closs, Nicholson, Schmidt, and Watson. The motion carried.

PUBLIC

Chairperson Nicholson opened the meeting to the public; seeing no public, the public portion of the meeting was closed.

Commissioner Schmidt, seconded by Commissioner Watson, made a motion to adjourn at 6:21PM. Voice vote: All ayes.

Respectfully submitted,

William J. Harris
Secretary