



**JAY LAPP • Chairman**  
**ANDREW HALTER • Commissioner**  
**SHIRLEY ANDERSON • Commissioner**  
**KIMBERLY GOBER • Secretary/Executive Director**

**EDWARD HUTCHINSON • Vice Chairman**  
**THURAISSINGHAM MOHANAKANTHAN • Commissioner**  
**SALVATORE FOGARINO • Commissioner**  
**JENNIFER WELLS • Commissioner**

## **REGULAR MEETING MINUTES** **JANUARY 22, 2019**

"The Board of Commissioners of the Housing Authority of the Borough of Glassboro, County of Gloucester and State of New Jersey met in session on TUESDAY, JANUARY 22, 2019 at 5:00 P.M. Chairman Jay Lapp called the meeting to order requesting the "Pledge of Allegiance" be proclaimed.

### **🔊 ROLL CALL:**

Executive Director Kimberly Gober called the roll and the following answered "aye":

- ✓ Chairman Jay Lapp
- ✓ Vice Chairman Thuraisingham Mohanakanthan
- ✓ Commissioner Andrew Halter
- ✓ Commissioner Edward Hutchinson
- ✓ Commissioner Shirley Anderson
- ✓ Commissioner Jennifer Wells

Also in attendance were:

- ✓ Kim Gober, Executive Director
- ✓ Stella Barnes, Administrative Assistant
- ✓ Mark Asselta, Esq. Solicitor
- ✓ Grace Seeney, Financial Director
- ✓ Nelly Rojas, Administrative Aide
- ✓

Absent:

- ✓ Commissioner Sal Fogarino

### **📖 SOLICITOR:**

The Solicitor declared a quorum present as well as called the meeting to order and announced public notice of the meeting had been properly given to the South Jersey Times, Gloucester County and posted at the Borough Hall in accordance with the Open Public Meetings Act.

**Solicitor Mark Asselta** : First order of business is the **Reorganization of the Board.**  
This includes the selection of new officers for the Board of Commissioners.

Nominations for the **Chairman of the Board:**

Nominations: Commissioner Andrew Halter by Commissioner Edward Hutchinson  
Chairman Jay Lapp by Commissioner Shirley Anderson

Commissioner Andrew Halter has respectfully declined with the acceptance of Chairman Jay Lapp for the nomination.

All Commissioners voted via paper ballot and 5 votes for Chairman Jay Lapp and 1 vote for Commissioner Edward Hutchinson.

**Chairman Jay Lapp continues as Chairman of the Borough of Glassboro Housing Authority.**

Next is Nomination for the **Vice Chairman of the Board:**

Nominations: Commissioner Edward Hutchinson by Commissioner Shirley Anderson  
Commissioner Thuraisingham Mohanakanthan by Commissioner Shirley Anderson

Commissioner Mohanakanthan respectfully declines with the acceptance of Commissioner Edward Hutchinson for the nomination.

All Commissioners voted via paper ballot and 6 votes for

**Edward Hutchinson as Vice Chairman** were received and accepted.

## **ANNUAL RESOLUTIONS:**

2019-01	<p><b>CONSIDER RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS (ADD COURIER)</b>  <b>MOTION: COMMISSIONER EDWARD HUTCHINSON</b>  <b>SECOND: COMMISSIONER THURASINGHAM MOHANAKANTHAN</b>  <b>ALL IN FAVOR</b></p>
2019-02	<p><b>CONSIDER RESOLUTION DESIGNATING ANNUAL SCHEDULE OF MEETINGS</b>  <b>MOTION: COMMISSIONER THURASINGHAM MOHANAKANTHAN</b>  <b>SECOND: COMMISSIONER JENNIFER WELLS</b>  <b>ALL IN FAVOR</b>  <b>GOING FORWARD ALL MEETINGS WILL CONVENE AT 5:00 PM</b>  <b>NOTE: MAY 20, 2019 MEETING WILL BE HELD AT WHITNEY GARDENS</b>  <b>COMMUNITY ROOM. JANUARY 21, 2020 WILL BE ADDED AS WELL.</b></p>
2019-03	<p><b>CONSIDER RESOLUTION DESIGNATING OFFICIAL DEPOSITORY BANK FULTON BANK</b>  <b>MOTION: COMMISSIONER THURASINGHAM MOHANAKANTHAN</b>  <b>SECOND: COMMISSIONER JENNIFER WELLS</b>  <b>ALL IN FAVOR</b></p>
2019-04	<p><b>CONSIDER RESOLUTION AUTHORIZING CONTRACTS WITH STATE CONTRACT VENDORS</b>  <b>MOTION: COMMISSIONER THURASINGHAM MOHANAKANTHAN</b>  <b>SECOND: COMMISSIONER ANDREW HALTER</b>  <b>ALL IN FAVOR</b></p>
2019-05	<p><b>CONSIDER RESOLUTION AUTHORIZING CONTRACTS WITH NATIONAL CONTRACT VENDORS</b>  <b>MOTION: COMMISSIONER THURASINGHAM MOHANAKANTHAN</b>  <b>SECOND: COMMISSIONER SHIRLEY ANDERSON</b>  <b>ALL IN FAVOR</b></p>

**Public Portion (follow up for any concerns will be in the Directors Report)**

**Motion to Open the Public Portion**

**Motion: Commissioner Andrew Halter**

**Second: Commissioner Edward Hutchinson**

**All in favor**

- **Ms. Debra Nash** presented the Board the following comments and concerns:
  1. Will the Federal Shut Down have any effects on the tenants? *Executive Director Gober responded that GHA is funded through February. The Board and Residents are asked to advocate by visiting the website [www.NAHRO.org](http://www.NAHRO.org) and writing letters to their representatives. This shutdown affects so many lives. We will speak again in February if the shutdown is not resolved by that time.*
  2. Where does the Board stand on the items of complaint? In reference to the work order for painting submitted in July, after 30 days of sending a letter to management by the end of this week, Ms. Nash reports she will hire a painter and deduct that amount from her rent. Other residents, who had their apartments painted, were not asked to pay. Her apartment is not in bad shape but there is some damage after 10 years.  
*Mark Asselta maintains that Ms. Nash is entitled to do what she feels she has the right to do, not saying he and the Board would agree or disagree with her. Ms. Gober and the Board will respond to her letter when they receive it. If the GHA would send someone with advance notice, would Ms. Nash allow them in? Ms. Nash responded "most definitely".*
  3. It might be a good idea for management to send out a memo to alert residents of changes of times or dates of the monthly meeting. *The changes in the monthly meeting are posted on the Resident Bulletin board and residents can certainly call Madeline Vasquez to check on the status as well. The schedule is also printed in the SJ Times.*
  4. Ms. Nash declares she will speak to other residents about how long it takes to fix things and will recommend what they need to do.
  5. An incident happened at the WAWA with the Glassboro Police in attendance and being an outside smoker, Ms. Nash wants it on the record that she has fear for her safety for the crime factor and for the weather issues. *Commissioner Halter will mention to the Chief of Police to patrol through the area more.*
  
- **Ms. Willa Calloway:**
  1. The heater filters have not been changed.
  2. There are no fire extinguishers in any of the units.
  3. Second washer in laundromat does not work properly. She has been calling them for over a year with no results. Commissioner Anderson responded that new washers save water and this is how they wash now.
  4. Ms. Calloway has no bedroom door. Hannibal came and took it to fix it but it hasn't been brought back.
  5. The gutters are full and not draining properly.

**Motion to Close the Public Portion**

**Motion: Commissioner Ed Hutchinson**

**Second: Commissioner Jennifer Wells**

**All in favor.**

## **AGENDA**

### **MINUTES:**

Chairman Lapp asks the Commissioner if there were any comments on the Minutes from the December Board meeting.

#### **Motion to approve the Minutes:**

**Motion: Commissioner Andrew Halter**

**Second: Commissioner Ed Hutchinson**

### **FINANCIALS:**

Financial Director Grace Seeney reports that she is currently closing the books for the year so there is no financial report.

ED Gober reports the Auditors are currently working on the Audits.

### **DIRECTORS REPORT:**

#### **Executive Director Kimberly Gober:**

- ❖ The ED would like to remind everyone that the Borough of Glassboro Housing Authority is independent living and the residents are responsible for cleaning their own apartments. Some residents participate in the Housekeeping Program. The idea is so they can age in place. Last year we missed the boat with "Back to the Borough" but we have decided to participate in the program this year. Andrew Perrone from Rutgers would be interested in speaking to the Commissioners. The February Meeting would be ideal. Stella Barnes will reach out to him and request that he be here at 6:00 PM.
- ❖ Commissioner Shirley Anderson would like to know if we may have a Board Meetings at alternative sites to give those residents a chance to be heard by the Board.  
ED Gober recommends changing the location tonight so that it we could publish the notice in the paper once. Commissioner Wells endorses sometime in the spring. We will plan to have the May meeting on May 20, 2019 at Whitney Gardens Community Center located at 28 Williams Street, Glassboro, NJ promptly at 5:00 PM.  
MOTION: COMMISSIONER HUTCHINSON  
SECOND: COMMISSIONER MOHANAKANTHAN  
ALL IN FAVOR
- ❖ Ms. Gober reminds the Commissioners about the meeting with Pennrose at the Borough on January 29, 2019 at 2:00 PM
- ❖ Would the Commissioners want to participate in the Annual United Way Food Drive? It entails putting out boxes at the locations for donations and then someone will pick it up on the last day of the Drive. The Commissioners are all in agreement.
- ❖ The NJNAHRO Spring Conference is being held at the HARD ROCK Hotel and Casino in May 6-8 2019 and if any of the Commissioners are interested, please contact Stella.
- ❖ There was an incident at Grillo where someone approached residents at the mailboxes. Ms. Gober will view the area and the trash area after the meeting while it is dark.

- ❖ Smoke area..... The contractor will extend the concrete on March 27, 2019, weather permitting.

**Motion to accept the reports:**

**Motion: Commissioner Thuraisingham Mohanakanthan**

**Second: Commissioner Edward Hutchinson**

**ALL IN FAVOR**

**NEW BUSINESS- RESOLUTIONS:**

<u>2019-06</u>	RESOLUTION APPROVING REGULAR MONTHLY EXPENSES MOTION: COMMISSIONER HUTCHINSON SECOND: COMMISSIONER HALTER ALL IN FAVOR
<u>2019-07</u>	RESOLUTION AUTHORIZING THE PAYMENT FOR THE NJPHA JOINT INSURANCE FUND (JIF) FY 2019 MOTION: COMMISSIONER HUTCHINSON SECOND: COMMISSIONER MOHANAKANTHAN ALL IN FAVOR
<u>2019-08</u>	RESOLUTION AUTHORIZING THE HAGC TO COMPILE, PREPARE, AND SUBMIT INFORMATION IN ACCORDANCE WITH SECTION 8 MANAGEMENT ASSESSMENT PROGRAM (SEMAP) FY 2018 MOTION: COMMISSIONER HUTCHINSON SECOND: COMMISSIONER ANDERSON ALL IN FAVOR
<u>2019-09</u>	RESOLUTION AUTHORIZING EXECUTIVE SESSION MOTION: COMMISSIONER HUTCHINSON SECOND: COMMISSIONER WELLS ALL IN FAVOR UPDATE THE BOARD ON THE PROGRESS OF NEGOTIATIONS WITH THE UNION

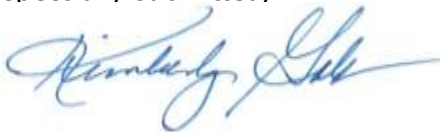
**ADJOURNMENT**

**Motion to Adjourn**

**Motion: Thuraisingham Mohanakanthan**

**Second: Ed Hutchinson**

The motion was carried by a unanimous voice vote of the Commissioners present.  
Respectfully submitted,



**Kimberly Gober, Executive Director**

**DATED: January 28, 2019**