

MINUTES
SUMMIT HOUSING AUTHORITY
April 24, 2013

Chairperson Dennis White called the meeting to order at 7:05 p.m. in the Janet Whitman Room. The following Commissioners were present:

Commissioner Richard Poole, Commissioner Pam Kuhn, Commissioner Dennis White, Commissioner Coalter Pollock (7:35 pm), Commissioner Steven Spurr (7:10 pm), and Commissioner Mary Zimmermann and Council Liaison Patrick Hurley. Also present were Joseph M. Billy Jr., Executive Director and Michelle Salazar, Office Administrator. Commissioner Jeffrey Halverstadt was absent.

Mr. Billy read the Open Public Meetings Act Notice, "Adequate notice of this meeting has been provided by the Secretary of the Housing Authority of the City of Summit by preparing an amended Annual Notice dated December 12, 2012, setting forth the date, time and place of this meeting. Said notice was filed with the Clerk of the City of Summit, forwarded to newspapers of local circulation and to the persons requesting it.

APPROVAL OF THE MINUTES OF THE March 27, 2013 REGULAR BOARD MEETING:

Commissioners Poole and Zimmermann moved and seconded approval of the Minutes. The roll call was unanimous and the minutes were approved.

CHAIRPERSON'S REPORT: Mr. White said that he discussed the changes made to the board packet with Mr. Billy as well the feedback he received in regards to those changes.

REPORT OF EXECUTIVE DIRECTOR:

- Mr. Billy reported that he had the first settlement meeting related to the roof at Chestnut St.
- Housing Authority has been notified by insurance company regarding rapid recovery for blood unit and received first bill which is listed on bills list for March.
- The fire panel, detectors, and control panels are being replaced at 12 Chestnut starting on 4/15/13.
- The door saddle replacements were completed at 12 Chestnut.
- Eleven elements and five motors were to be replaced at Chestnut on 4/25/13.
- The fire department inspection on 4/12/13 went well at Chestnut.
- Weaver Street has two broken windows to which we are awaiting quotes for. Two pieces of stockade fence were replaced at the Weaver Street property as well.
- Glenwood Place property bulk garbage disposal issues were addressed such as big pieces of furniture being dumped very often and the bulk garbage piling up. A memo was sent out to tenants to please dispose of big items on Tuesdays so that on Wednesdays maintenance can break down the big items. We are also awaiting the quote to reinstall the gutters torn down by Hurricane Sandy at Glenwood Place.

RESIDENT ASSOCIATION REPORTS: None.

COMMITTEE REPORTS: None.

Operations: Vice Chairperson Kuhn noted that the Budget to Actual for March was favorable. The Capital fund has not yet been approved for the 2013 year. The Operating Subsidy funding has been also cut. Currently the operating subsidy is being released quarterly with the most recent funding being available on April 1st. Commissioner Kuhn also appreciated the restructured Bill Approval Listing and that it was much easier to read.

Affordable Housing: Commissioner Poole reported that there is no advancement with the Christ Church and Franklin Place properties. The possibility of an apartment complex on Gateway 2, which is the Salerno Duane lot, was also brought up. Both the town and church are moving very slowly on these projects.

Personnel: None.

Residents Committee: Commissioner Kuhn attended meet and greets at Glenwood Place and Weaver Street. Weaver Street seemed to have a better turn out and Chad from Norwescap was in attendance giving out free books for National Book Month.

Public Relations: Commissioner Zimmermann gave Joe Billy information of a Public Relations volunteer that usually works close with the Summit Housing Authority.

Buildings & Grounds: None.

PUBLIC COMMENT: Commercial Real Estate agent, Mr. Robert Stillman was present. He discussed his concerns about the parking plan near the post office and how it would be affecting the Vito Gallo building.

OLD BUSINESS: None.

NEW BUSINESS: None.

CORRESPONDENCE: None.

RESOLUTIONS:

Commissioner Kuhn moved for a Consent Agenda for Resolutions 13-24-04-01
Commissioner Poole seconded the Consent Agenda.

The roll call on the Consent Agenda was taken and the resolutions were approved unanimously.

COMMON COUNCIL LIAISON: None.

There being no further business before the Board, Commissioners Poole and Pollock moved and seconded adjournment. The motion passed by unanimous voice vote and the meeting was adjourned at 8:15 p.m.

UPCOMING SUMMIT HOUSING AUTHORITY MEETING DATES & TIMES

WEDNESDAY, May 22, 2013
JANET WHITMAN ROOM, SUMMIT CITY HALL
SUMMIT, NJ 07901
7:00 PM

Respectfully submitted,
Joseph M. Billy, Jr., Executive Director