

MINUTES

REGULAR MEETING

NOVEMBER 14, 2012

A Regular Meeting of the Gloucester Township Housing Authority was held on November 14, 2012 at the Community Center located at Gloucester Township Senior Campus I, Gloucester Township, New Jersey.

Opening statements were made by Board Chair Carlamere.

The meeting was called to order by Board Chair Carlamere at 7:05 p.m. A roll call for attendance was taken:

COMMISSIONER BUCCERONI	EXCUSED
COMMISSIONER FONTANEZ	EXCUSED
COMMISSIONER MATTHEWS	PRESENT
VICE CHAIR PICCOLO	PRESENT
COMMISSIONER WASHINGTON	PRESENT
BOARD CHAIR CARLAMERE	PRESENT

Also in attendance were: Roy E. Rogers-Executive Director, Debbie Calabrese-Operations Manager, and Amy Shotmeyer-Attorney.

PLEDGE OF ALLEGIANCE

MOTION TO TABLE MINUTES:

Due to the lack of a quorum, Vice Chair Piccolo made a motion to table the minutes from June's Regular and Executive Session Meetings, September Regular and October Regular Meeting until next month. Commissioner Washington seconded the motion. A roll call was taken:

COMMISSIONER MATTHEWS	YES
VICE CHAIR PICCOLO	YES
COMMISSIONER WASHINGTON	YES
BOARD CHAIR CARLAMERE	YES

Executive Director Rogers: Commissioner Matthews can't vote on that can she?

Debbie Calabrese: She can vote on the October. She can't do June and September. So you can't even make a motion to table them.

Commissioner Matthews: I withdraw my motion. I didn't realize that.

Executive Director Rogers: Was Stan here?

Debbie Calabrese: No Stan wasn't here, so you don't have enough votes.

Vice Chair Piccolo: Make a motion to table?

Executive Director Rogers: You can't table them because you don't have a quorum.

Vice Chair Piccolo: How would we do that?

Executive Director Rogers: Kelly wasn't a member until October and Stan wasn't here.

Debbie Calabrese: So you only have three votes.

Commissioner Matthews: We're voting to table them so my vote is still valid. We're voting to table the minutes, we're not voting on the minutes themselves.

Debbie Calabrese: Okay

Board Chair Carlamere: Okay

PAYMENT OF BILLS

Board Chair Carlamere: Debbie handed out a revised bill list.

Debbie Calabrese: You know what, I didn't update that, but it changes the bottom line.

Executive Director Rogers: But not by much.

Board Chair Carlamere: Can you update it and just send it over?

Debbie Calabrese: Sure.

Board Chair Carlamere: Okay so the difference between the two, just to make the extra pay period? Between the two sheets?

Debbie Calabrese: Yes and DeCotiis being added. We just got their bill yesterday.

MOTION TO ACCEPT PAYMENT OF BILLS

Commissioner Piccolo made a motion to accept the payment of bills.

Commissioner Matthews seconded the motion. A roll call was taken:

COMMISSIONER MATTEWS	YES
COMMISSIONER PICCOLO	YES

COMMISSIONER WASHINGTON YES
BOARD CHAIR CARLAMERE YES

EXECUTIVE DIRECTOR'S REPORT

Executive Director Rogers: Okay number one, I'd like to have the Board be informed that because of the holiday season, we will probably be asking, we already have a mechanism in place to approve bills when we don't have a meeting. We're probably going to receive late bills, because of the early meetings. I'd just like to have permission from the Board to go ahead and pay those bills in November and December. The Chairperson would be signing the checks. For example we haven't received anything from Archer & Griener,

Debbie Calabrese: Something just came in tonight and I didn't have a chance to get it added on.

Executive Director Rogers: I'd like to have permission to go ahead and pay routine bills, I consider those routine bills, so that

Board Chair Carlamere: Taking care of their year end bills?

Executive Director Rogers: Yes.

Board Chair Carlamere: I would imagine, I mean as long as they are routine

Executive Director Rogers: And the Chairperson would be signing off on those.

Board Chair Carlamere: I don't have a problem with that. Do we need to vote on that?

Executive Director Rogers: No, I just wanted to make sure the attorney agreed. We already had a resolution seven or eight years ago to do that.

Debbie Calabrese: Right.

Board Chair Carlamere: We actually used that mechanism over the summertime when we didn't have a quorum and had to cancel meetings.

Executive Director Rogers: I sent out the Executive Director's Report on Monday with the Board package. If no one has any questions; I have a couple of items to bring up at the LP Meeting, but otherwise the Housing Authority that's everything.

Board Chair Carlamere: I have something. Number five with regard to the stove...

Executive Director Rogers: That would be LP though.

Board Chair Carlamere: I'm sorry never mind.

Board Chair Carlamere: Did anyone have any questions?

SOLICITOR'S REPORT

Amy Shotmeyer: I don't have anything to report. I do have two items for the Executive Session.

Board Chair Carlamere: RFP's, we did receive back RFP's for our professionals and what we'll be doing is, we had a short meeting prior to this meeting and we've decided to allow the staff to open up the RFP's and give us a synopsis as to who and the information. So we'll be getting that information through our emails.

Executive Director Rogers: And the goal is to have us send out a report to all the commissioners with the recommendations and they can vote on it at the December meeting.

Board Chair Carlamere: That's correct. It's our normal course of business to appoint our professionals in the January meeting. After discussion we decided that it's probably a lot better idea to clean house and appoint our professionals at the end of the year, so they can get on January first.

Vice Chair Piccolo: We didn't have a meeting, the finance committee had a meeting right?

Executive Director Rogers: Yes.

Board Chair Carlamere: I'd like to ask the Finance Committee to meet with you Roy with regard to discussing the continued viability of Senior Campus I and you know how things are running and rental situations and things like that. So we'll as that the Finance Committee convenes with you when we get through.

Executive Director Rogers: Sure.

Board Chair Carlamere: So I guess maybe in the next couple of weeks when you get a chance.

Executive Director Rogers: Sure.

Board Chair Carlamere asked for a motion to enter Executive Session.

Amy Shotmeyer: We'll be discussing two items. The one will be the ongoing Franklin Square litigation. Number two will be items of attorney/client privilege in connection with the Executive Director's contract.

Board Chair Carlamere: So we should be back in maybe ten minutes?

Amy Shotmeyer: No more than fifteen.

MOTION TO ENTER EXECUTIVE SESSION

Vice Chair Piccolo made a motion to enter into Executive Session at 7:17pm.

Commissioner Washington seconded the motion. A roll call was taken:

COMMISSIONER MATTHEWS	YES
VICE CHAIR PICCOLO	YES
COMMISSIONER WASHINGTON	YES
BOARD CHAIR CARLAMERE	YES

Executive Session was exited at 7:41pm.

CHAIRPERSON'S REPORT

Board Chair Carlamere: I really don't have anything to report other than everything seems to be running smoothly. You folks seem to have had a very nice party for Halloween. I did see a lot of you come to the spaghetti dinner, so it was nice to see your faces. I'd like to thank the staff and Laura especially for passing on the information and getting everyone to go over. I hope you all enjoyed yourselves. That was homemade sauce, so again I hope everybody enjoyed it. On that note I have nothing else to add. Does anyone have anything to add?

ADJOURNMENT

Vice Chair Piccolo made a Motion to Adjourn. Commissioner Matthews seconded the motion. All in favor.

The Regular Meeting of the Gloucester Township Housing Authority was adjourned at 7:42pm.

RESPECTFULLY SUBMITTED,

A handwritten signature in cursive script that reads "Debra A. Calabrese". The signature is written in black ink and is positioned above the printed name and title.

Debra A. Calabrese, Operations Manager

Gloucester Township Housing Authority