

Neptune City Housing Authority Meeting Minutes

November 11, 2020

Call to order

Authority Chairman Stewart called to order the regular meeting of the Neptune City Housing Authority at 6:05 p.m. on November 11, 2020 via telephonic conference with all participants.

Pledge of Allegiance

The Pledge of Allegiance was omitted.

Open Public Meetings Act

Chairman Stewart informed that notice of the meeting was given in compliance with the Open Public Meetings Act. Supplemental notice of the telephonic conference due to the COVID-19 health emergency was given in accordance with the guidelines established by the New Jersey Department of Community Affairs.

Roll Call

Attorney Aikins called the roll and the following persons were present by telephone: Chairman Stewart, Vice Chairman Goldberg, Commissioner Adcock, Commissioner Shafai, Commissioner Jardine and Commissioner Farry. Joseph Mauro, Authority Architect David Clark and Superintendent Lynda Muszynski were also present by telephone. Commissioner Whalen and Executive Director Cook were absent.

Minutes

The Meeting Minutes of the regular meeting held on September 9, 2020 were approved on a motion by Vice Chairman Goldberg, seconded by Commissioner Shafai. Commissioner Farry abstained. As the Commissioners did not meet in October, there are no minutes from that date.

Regular Session

Authority Architect Dave Clark reviewed a number of items with the Commissioners. First discussion was had as to the Pella replacement parts and labor proposal in the amount of \$25,356.78. On a motion by Vice Chairman Goldberg, seconded by Commissioner Shafai the Pella proposal was unanimously approved. Secondly, the lighting proposal from Green Light, LLC dated August 17, 2020 was discussed. Mr. Clark recommended the 4,000K lighting level and on a motion by Commissioner Shafai, seconded by Vice Chairman Goldberg, the Commissioners unanimously approved this proposal. Thirdly, Mr. Clark and Richard Delp, P.E. reviewed the roof/solar proposal. The current roof dates to 1995 and the warranty expired on July 21, 2020. There are 120 panels suggested, however, Chairman Stewart suggested that further research on this matter take place and that the Commissioners reconsider this matter at the February 2021 meeting. Next, Mr. Clark reviewed potential renovations to the public restrooms

outside of the Community Room. He advised that they are not handicapped accessible presently and should be made so. He recommended replacing the heavy entrances doors and reducing the fixture counts in each bathroom to further handicapped access. He will provide design sketches and send them to Executive Director Cook and to Attorney Aikins. Next, Mr. Clark reviewed a Change Order proposed by Santorini Construction. The work proposed includes \$4,955.46 for flooring, and cove base; plus painting the entire room, for a total of \$5,365.46. On a motion by Commissioner Shafai, seconded by Commissioner Farry, the Commissioners unanimously approved this motion.

Building/Grounds Committee

Vice Chairman Goldberg had no report.

Finance Committee

Commissioner Adcock had no report, and as to the 2019 audit, Attorney Aikins advised that the Authority Auditor informed him that due to the COVID crisis, the time for filing the 2019 audit has been extended to March 31, 2021.

Regular Bills

On a motion by Vice Chairman Goldberg, seconded by Commissioner Jardine, the regular bills of the Authority were unanimously approved.

Unfinished Business

None.

New Business

Mr. Mauro advised that the Joint Insurance Fund authorization for 2021 will need to be adopted by Resolution at the December 2020 Commissioners meeting.

Public Portion

None.

Good of the Authority

None.

Adjournment

On a motion by Vice Chairman Goldberg, seconded by Commissioner Shafai, the meeting was adjourned at 7:51 p.m.