

Neptune City Housing Authority

Meeting Minutes

January 13, 2021

Call to order

Authority Chairman Stewart called to order the reorganization meeting of the Neptune City Housing Authority at 6:04 p.m. on January 13, 2021 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. Commissioner Whalen and Executive Director Cook were absent. Joseph Mauro of the Neptune Township Housing Authority was also present by telephone.

Reorganization

Attorney Aikins called for nominations for Chairman of the Commissioners for 2021. On a motion by Commissioner Jardine, seconded by Vice Chairman Goldberg, the Commissioners unanimously voted in favor of Eugene Stewart as Chairman. There were no other nominations. Attorney Aikins turned the meeting over to Chairman Stewart. He then called for motions for the position of Vice Chairman. On a motion by Commissioner Shafai, seconded by Commissioner Farry, the Commissioners unanimously voted in favor of Pamela Goldberg as Vice Chairman. Next, Chairman Stewart called for Resolution to appoint David Clark as the Authority Architect, Mark R. Aikins as the Authority Attorney and Anthony Giampaolo, CPA as the Authority Auditor. On a motion by Commissioner Shafai, seconded by Commissioner Adcock, the Commissioners unanimously voted in favor. Attorney Aikins will attend to the publication of the appointments. Next, Chairman Stewart appointed Tom Adcock as Chairman of the Finance Committee and Pamela Goldberg as Chairman of the Building/Grounds Committee. Mr. Adcock and Ms. Goldberg gratefully accepted their respective appointments. The reorganization meeting then concluded with the regular meeting immediately continuing.

Minutes

The Meeting Minutes of the regular meeting held on December 9, 2020 were approved on a motion by Commissioner Adcock, seconded by Commissioner Shafai.

Regular Session

Joe Mauro advised that the Green Light, LLC light replacement project is set to get underway the week of January 25, 2021, with work starting in the common areas and then progressing to the apartments. The Pella window project is scheduled to start on January 22, 2021. Mr. Mauro also reported that the Joint Insurance Fund inspection went very well with the only comments being to move a few items in the storage closet to another area for fire prevention and to recharge several fire extinguishers. He commented with Chairman Stewart that he is looking forward to meeting with the Building/Grounds Committee to identify potential projects for calendar year 2021. Also, Architect Dave Clark provided Mr. Mauro with schematic drawings for the kitchen and Mr. Mauro has reached out to local contractors for informal estimates in connection with same. At the request of Chairman Stewart, Attorney Aikins took the Commissioners through the review of the 2021 budget. He read the 2021 Budget Resolution into the record. On a motion by Commissioner Adcock, seconded by Vice Chairman Goldberg, the Commissioners unanimously approved the 2021 Budget Resolution. Attorney Aikins noted that the 2019 Authority Audit would be forwarded to the Commissioners via email and should be addressed at the Commissioners meeting scheduled for February 10, 2021. Lynda Muszynski advised that paper copies are available in the Authority offices for the Commissioners upon request.

Building/Grounds Committee

Vice Chairman Goldberg had no report.

Finance Committee

Commissioner Adcock had no report.

Regular Bills

On a motion by Commissioner Adcock seconded by Commissioner Shafai, the regular bills of the Authority were unanimously approved.

Unfinished Business

None.

New Business

None.

Public Portion

None.

Good of the Authority

None.

Adjournment

On a motion by Commissioner Shafai, seconded by Commissioner Adcock, the meeting was adjourned at 6:43 p.m.