

**The Housing Authority of the Borough of Glassboro**  
Meeting Minutes  
January 25, 2010

**Opening:**

The Board of Commissioners of the Housing Authority of the Borough of Glassboro, County of Gloucester and State of New Jersey met in regular session on Monday, January 25, 2010, At approximately, 7:00 pm. Chairperson Ryan called the meeting to order and announced public notice of the meeting had been properly given to the Gloucester County Times by written notice and posted at the Borough Hall in accordance with the Open Public Meetings Act of 1975. In addition, each commissioner was served by mail with written notice of the meeting.

The following Commissioners were present:

Chairperson, Daniel Ryan  
Vice Chairperson, Jeffrey Silvestri  
Commissioner Thuraisingham Mohanakanthan (*sworn in at meeting*)  
Commissioner Vittorio Anepete  
Commissioner Ingres Simpson  
Commissioner Sheila Gresham

Also present were Jacqueline Jones, Executive Director; Wendy Hughes, Assistant Executive Director; Christopher Orlando, Board Attorney and Gloria Pomales, Executive Secretary.

Chairman Ryan stated this was the annual reorganization meeting and turned the meeting over to the Authority's solicitor, Mr. Orlando.

**Swearing in of New Commissioner**

Mr. Orlando swore in the Authority's new commissioner, Thuraisingham Mohanakanthan.

**Election of Officers**

**Chairperson:**

The floor was open to nominations for the position of Chair. An anonymous balloting followed. Mr. Orlando tabulated the votes. Commissioner Ryan received a unanimous vote of 6-0 for Chairperson.

**Vice Chairperson:**

The floor was open to nominations for the position of Vice Chair. An anonymous balloting followed. Mr. Orlando tabulated the votes. Commissioner Silvestri received a vote of 5-1 for Chairperson.

**Secretary/Treasurer:**

The floor was open to nominations for the position of Secretary/Treasurer. Chairman Ryan nominated Jacqueline Jones. Motion by Commissioner Silvestri and second by Simpson. Jacqueline Jones received a voice vote of 6-0 for Secretary/Treasurer.

The meeting was turned over to Chairman Ryan. Chairman Ryan stated the past year has been extremely productive. He believes the bar is being raised and believes another good year will be coming up. Chairman Ryan thanked Commissioner Mohanakanthan for joining the board. Roll call was taken. First order of business is the approval of minutes.

**Approval of Minutes – December 21, 2009 (Regular Meeting)**

- ❖ Upon a motion by Commissioner Silvestri and second by Commissioner Simpson, the regular meeting minutes of December 21, 2009 were approved by a voice vote. Commissioner Mohanakanthan abstained.

**Approval of Minutes – December 21, 2009 (Executive Session)**

- ❖ Upon a motion by Commissioner Simpson and second by Commissioner Gresham, the regular meeting minutes of December 21, 2009 were approved by a voice vote. Commissioner Mohanakanthan abstained.

**Director's Report**

- ❖ Mrs. Jones indicated there are no updates on the occupancy side, but stated the Authority is 97% occupied and some of the vacancies have already been filled since last week.
- ❖ Mrs. Jones indicated there are several new resolutions in the revised agenda. The first new resolution is to amend the Procurement Policy to conform to the ARRA requirements of buying American products. There is also a resolution for the GHA to enter into a Management Agreement with the Vineland Housing Authority. Mrs. Jones briefly explained the Management Agreement to Commissioner Mohanakanthan. A resolution authorizing the GHA to enter into a Consulting Agreement with the Jersey City Housing Authority has also been added. The reason for this agreement is because the GHA has gotten the Demo/Disposition Application for Ellis Manor to a certain point but now need extra help to complete it. The Jersey City H.A. does consulting work to help other Authorities do these types of applications. Lastly, there is a resolution authorizing salary increases for the Union employees. Mr. Orlando will go into further detail in his report during the Executive Session.
- ❖ Mrs. Jones reported she received notification that HUD will be coming to review all the documents relating to the ARRA funding. The HUD engineer will be reviewing all the paperwork and will be taken on a tour of the site work.

- ❖ Commissioner Silvestri asked when residents move out where do they go. Mrs. Jones stated there are various reasons. Sometimes they pass away but often they move somewhere else. For example, they may move out of state with a family member. There are also times they may move into an assistant living type facility. Chairman Ryan asked about the home service aide and the senior service aide in regards to one of them splitting their services between GHA and VHA. He wanted to know how this works. Mrs. Jones explained with the Home Services Agreement requires the Authority to service the seniors in Glassboro for a certain number of hours. Utilizing a full-time services aide supervisor and a part-time aide the authority can fulfill those hours. The authority typically goes over in dollars. The grant does not pay for all of the dollars, but that is where the GHA's funding comes in and makes up the difference. The person recently hired is a full-time GHA employee. This person is doing home services in Glassboro in the morning and then reports to Vineland in the afternoon. The hours spent at Vineland are off-set against the monthly billing between the two agencies for services. Some of the services the aides provide are light cleaning, shop for the residents and picking up prescriptions. Mrs. Jones stated the other change made recently is Pat Harrison, who has a Masters in Social Work, has taken over the program from a supervisory position to make ensure the services are being administered.
  
- ❖ Upon motion by Commissioner Silvestri and second by Commissioner Gresham, the Executive Director's report was approved by a 6-0 vote.

### **Attorney's Report**

- ❖ Mr. Orlando stated this past month has been mostly trying to iron out the last couple of issues with the Collective Bargaining Agreement which will be discussed in Executive Session.

Upon motion by Commissioner Simpson and second by Commissioner Silvestri, the Attorney's report was approved by a 6-0 vote.

### **Old Business**

None.

### **New Business**

None.

### **Public Comments**

For the record there is no member of the public at the meeting.

## **Resolutions**

### **Resolution 2010-01** – Resolution Approving Regular Monthly Expenses.

A motion was made by Commissioner Simpson; seconded by Commissioner Mohanakanthan.  
**Upon roll call, the votes were as follows:**

Ayes: Commissioners Silvestri, Mohanakanthan, Anepete, Simpson, Gresham and Ryan  
Nays: None.  
Abstain: None.  
Absent: None.

### **Resolution 2009-02** – Resolution Appointing Jacqueline Jones as the Housing Authority of the Borough of Glassboro's representative to New Jersey Public Housing Joint Insurance Fund

A motion was made by Commissioner Simpson; seconded by Commissioner Gresham.  
**Upon roll call, the votes were as follows:**

Ayes: Commissioners Silvestri, Mohanakanthan, Anepete, Simpson, Gresham and Ryan  
Nays: None.  
Abstain: None.  
Absent: None.

### **Resolution 2009-03** – Resolution Authorizing Payment under the Capital Funds, ARRA Funding to Straga Brothers Inc. in the amount of \$106,969.30. Mrs. Jones briefly explained the project for the benefit of the new commissioner.

A motion was made by Commissioner Simpson; seconded by Commissioner Mohanakanthan.  
**Upon roll call, the votes were as follows:**

Ayes: Commissioners Silvestri, Mohanakanthan, Anepete, Simpson, Gresham and Ryan  
Nays: None.  
Abstain: None.  
Absent: None.

### **Resolution 2009-04** – Resolution Authorizing an executive session

A motion was made by Commissioner Mohanakanthan; seconded by Commissioner Gresham.  
**Upon roll call, the votes were as follows:**

Ayes: Commissioners Silvestri, Mohanakanthan, Anepete, Simpson, Gresham and Ryan  
Nays: None.  
Abstain: None.  
Absent: None.

The Board closed the regular meeting at 7:25 and opened the Executive Session.

The Board re-opened the regular meeting at 7:34 p.m.

**Resolution 2009-05** – Resolution Amending the Procurement Policy to Conform with ARRA Requirements.

A motion was made by Commissioner Anepete; seconded by Commissioner Simpson.

**Upon roll call, the votes were as follows:**

Ayes: Commissioners Silvestri, Mohanakanthan, Anepete, Simpson, Gresham and Ryan  
Nays: None.  
Abstain: None.  
Absent: None.

**Resolution 2009-06** – Resolution Entering into Management Agreement with the Vineland Housing Authority.

A motion was made by Commissioner Simpson; seconded by Commissioner Mohanakanthan

**Upon roll call, the votes were as follows:**

Ayes: Commissioners Silvestri, Mohanakanthan, Anepete, Simpson, Gresham and Ryan  
Nays: None.  
Abstain: None.  
Absent: None.

**Resolution 2009-07** – Resolution Entering into a Consulting Agreement with the Jersey City Housing Authority.

A motion was made by Commissioner Mohanakanthan; seconded by Commissioner Simpson

**Upon roll call, the votes were as follows:**

Ayes: Commissioners Silvestri, Mohanakanthan, Anepete, Simpson, Gresham and Ryan  
Nays: None.  
Abstain: None.  
Absent: None.

**Resolution 2009-08** – Resolution Authorizing Salary Increases in Accordance to Memorandum of Understanding.

A motion was made by Commissioner Simpson; seconded by Commissioner Mohanakanthan  
**Upon roll call, the votes were as follows:**

Ayes: Commissioners Silvestri, Mohanakanthan, Anepete, Simpson, Gresham and Ryan  
Nays: None.  
Abstain: None.  
Absent: None.

A motion to adjourn was made by Commissioner Simpson and seconded by Commissioner Mohanakanthan. The motion was adopted by a 6-0 vote.

The Regular Meeting of The Board of Commissioners was adjourned at 7:37 p.m.

Respectfully submitted,

\_\_\_\_\_  
Jacqueline S. Jones, Executive Director

Dated: \_\_\_\_\_