

M.O.M. FOR HADDON HOUSING AUTHORITY BOARD MEETING

Held on Wednesday, September 18, 2024, at 7:00 p.m.

- Meeting held at HTHA office. Meeting opened by Larry Gasperone.
- Present were Rosa Tanzi, Larry Gasperone, Doug Wallace (by phone), James Coyne, Henry Leimkuhler, and Walter Norris.
- Brian Seltzer - excused
- Roll call taken.
- There were no minutes from August, 2024, as meeting was cancelled.

- **OLD BUSINESS:**
- Next round of conversions for tub to shower are completed. Some minor repairs needed, but nothing serious.

- **NEW BUSINESS:**
- Resolution – September, 2024 (2024-1) to approve unpaid bills and bill detail; review of accountant's report; various reports, etc. Motion to approve by Rosa; seconded by Jim. Motion carried.
- Resolution – September, 2024 (2024-2) to approve the Agreement to renew membership in the New Jersey Public Housing Authority Joint Insurance Fund (JIF), commencing January 1, 2025 for Three (3) years. Motion by Rosa to approve; seconded by Doug. Motion carried.
- Resolution – September, 2024 (2024-3) to approve the Renewal of Membership in the New Jersey Public Housing Authority Joint Insurance Fund (JIF), commencing January 1, 2025, for Three (3) years. Motion by Rosa to approve; seconded by Jim. Motion carried.
- In our 5-year plan, we are looking to improve the elevators, which currently have been very expensive in recent repairs. HTHA will engage our engineer to review what needs to be done.

- Larry asked Walter to report on the September, 2024 Office Report. Following the reading of the Report, no one had any questions.
- The next meeting is scheduled for Wednesday, October 16, 2024.
- Motion to adjourn at 7:25 p.m. by Rosa, seconded by Doug. Motion carried.

Submitted by:

Walter Norris
Executive Director

M.O.M. FOR HADDON HOUSING AUTHORITY BOARD MEETING

Wednesday, October 16, 2024 @ 7:00 p.m.

- Meeting held at HTHA office. Meeting opened by Larry Gasperone.
- Roll call taken: Present were Rosa Tanzi, Larry Gasperone, Doug Wallace (by phone), James Coyne, Henry Leimkuhler, Brian Seltzer, and Walter Norris.
- The minutes of meeting from September 18, 2024: Motion to approve by Rosa; seconded by Jim; Motion carried.

Presentation by Tom Furlong to explain the three pending resolutions regarding the 5-year plan, the audit, and the budget for 2025. Tom provided details to the Board members who asked some general questions. Overall, the Board was pleased with the thorough information.

OLD BUSINESS:

- It was noted that at the September 18th meeting some minor repairs were needed for the tub-to-shower work. It was questioned on this month's agenda why those repairs are still outstanding. Walter will contact the engineer Lee Mestres to determine progress.

NEW BUSINESS:

- Resolution – October 2024-1 - to approve unpaid bills and bill detail; review of accountant's report; various reports, etc. Motion to approve by Rosa; seconded by Brian. Motion carried.
- Resolution – October 2024-2 - to approve the 2025 Budget. Motion by Rosa to approve; seconded by Jim. Motion carried.
- Resolution – October 2024-3 - to approve the 2023 Audit. Motion by Jim to approve; seconded by Henry. Motion carried.
- Resolution – October 2024-4 - to approve the 5 Year PHA Plan (2025-2029). Motion by Rosa to approve; seconded by Jim. Motion carried.

M.O.M. FOR HADDON HOUSING AUTHORITY BOARD MEETING

Wednesday, November 20, 2024, at 7:00 p.m.

- Meeting held at HTHA office. Meeting opened by Larry Gasperone.
- Roll call taken: Present were Rosa Tanzi, Larry Gasperone, Doug Wallace, excused, Rosa Tanzi, James Coyne, Henry Leimkuhler, Brian Seltzer. and Walter Norris.
- The minutes of meeting from October 16, 2024: Motion to approve by Rosa; seconded by Jim; Motion carried.

OLD BUSINESS -

- Status of the elevator issue for the building; our engineer Lee Mestres will be submitting information in order to obtain at least 3 bids for the project.
- Walter will start the research for grants. It was recommended to contact NJ DCA and other NJ State Programs. Walter projects that because of the time of year, progress in this regard will be made in the New Year.
- In review of payroll, Rosa Tanzi pointed out that our accountant Tom Furlong increased his monthly stipend in November, 2024 rather than adhering to the policy that all increases in salaries is January, 2025. Walter will review this matter with Tom Furlong.

NEW BUSINESS -

- Resolution – November 2024-1 - to approve invoice payments of \$116,665.19 and payroll of \$14,651.00, for a total of \$131,316.19. Motion to approve by Rosa; seconded by Brian. Motion carried.
- Resolution – November 2024-2 - to appoint Hardenbergh Insurance Group as the risk management consultant for HTHA, JIF insurance for January 1, 2025, through December 31, 2027. Voting on this resolution was tabled until the next meeting in order to find out what is the annual assessment.
- Walter suggested that due to the limited amount of business the Board does each month, that our meetings take place every other month. He provided that there are other housing authorities which conduct their

meetings accordingly. It was suggested to check with HUD to determine viability of this change.

- Larry asked Walter to report on the November 2024 Office Report. Following the reading of the Report, no one had any questions.
- The next meeting for December 2024 will be held at Michaelangelo's restaurant on Wednesday, December 18, 2024, at 5:30 p.m. The notice for this meeting will be published accordingly.
- Motion to adjourn at 7:20 p.m. by Rosa, seconded by Henry. Motion carried.

Submitted by:

Walter Norris
Executive Director

M.O.M. FOR HADDON HOUSING AUTHORITY BOARD MEETING

Wednesday, December 18, 2024, at 5:30 p.m.

- Meeting held at Michaelangelo's restaurant in Cherry Hill, ahead of the Board's Holiday dinner gathering.
- Meeting opened by Larry Gasperone.
- Roll call taken: Present were Larry Gasperone, Rosa Tanzi, James Coyne, Brian Seltzer, and Walter Norris. Doug Wallace and Henry Leimkuhler were both excused.
- The minutes of meeting from November 20, 2024: Motion to approve by Rosa, seconded by Brian; Motion carried.
- **OLD BUSINESS**
- Status of the elevator issue for the building. Our engineer Lee will be asked to put out the project for 3 bids in the New Year.
- Walter will start the research for grants when the New Year arrives. It was recommended to contact NJ DCA and other NJ state programs.
- In review of payroll, Rosa Tanzi pointed out that the accountant Tom Furlong increased his monthly stipend prematurely in November 2024. Walter stated that the accountant made the proper adjustment.
- **NEW BUSINESS**
- Resolution – December 18, 2024 (2024-1) - to approve invoice payments of \$43,744.13 and payroll of \$18,396.76, for a total of \$62,140.89. Motion to approve by Rosa; seconded by Jim. Motion carried.
- Resolution – December 18, 2024 (2024-2) - to appoint Hardenbergh Insurance Group as the Risk Management Consultant for HTHA, JIF insurance for January 1, 2025, through December 31, 2027.
- Resolution - December 18, 2024 (2024-3) – to adopt 2025 budget for the fiscal year January 1, 2025, to December 31, 2025, as previously presented and discussed. Motion to approve by Rosa; seconded by Jim. Carried.

- Resolution - December 18, 2024 (2024-4) – to approve the appointment of Walter A. Norris, Executive Director, as the Fund Commissioner, JIF, for the current fiscal year. Motion to approve by Brian; seconded by Rosa. Carried.
- Resolution - December 18, 2024 (2024-5) to approve the holding of the Board meetings instead of every month to every other month beginning in February 2025, with the understanding that if any unforeseen complex matters arise, the Board members will be notified by telephone to hold an emergency meeting at any given time. Motion to approve by Jim; seconded by Brian. Motion carried.
- Resolution - December 18, 2024 (2024-6) – to approve the Executive Director's decision to waive David Paradiso's rent in the amount of \$825.00 in order to effectuate the eviction of David Paradiso for violation of federal rules for overnight visitors. Motion by Rosa; seconded by Jim. Motion carried.
- Larry asked Walter to report on the December 2024 Office Report. Following the reading of the Report, no one had any questions.
- The next meeting will be held on February 19, 2025, at 7:00 p.m., at HTHA office.
- Motion to adjourn at 5:50 p.m. by Rosa, seconded by Jim. Motion carried.

Submitted by:

Walter Norris
Executive Director

M.O.M. FOR HADDON HOUSING AUTHORITY BOARD MEETING

Wednesday, April 16, 2025, at 7:00 p.m.

- Meeting opened by Larry Gasperone, Chairperson.
- Roll call taken: Present were Larry Gasperone, Brian Seltzer, Rosa Tanzi, Doug Wallace (by phone), James Coyne, David Murdock and Walter Norris, Executive Director.
- No meeting minutes for February & March, 2025 as no meetings held.
- The first order of business was the Reorganization of the Board. Larry agreed to remain as Chairperson and Brian as Vice Chairperson. Motion by Rosa to approve the Reorganization; seconded by Jim. Motion carried.
- Larry swore in David Murdock as the new Commissioner to the Board for the Haddon Township Housing Authority.
- **OLD BUSINESS:**
- Walter stated that he did not have any additional information about grants for the elevator situation. Jim Coyne said he has attained information regarding grants, as well as sources for HUD grants. Walter will follow up.
- Walter stated that the third phase of tub-to-shower project is just about completed. The fourth phase for the next 20 changeovers will begin in January, 2026.
- **NEW BUSINESS:**
- Resolution – April 2025-1 - to approve invoice payments of \$129,730.32 and payroll of \$14,574.80 for a total of \$144,305.12. Motion to approve by Brian; seconded by Rosa. Motion carried.
- Rosa questioned the replacement of the flooring on the 8th floor hallways. Walter said that he will find out the status of same.
- Larry asked Walter to review the April, 2025 Office Report. Following the reading of the Report, no one had any questions.
- The next in-office meeting will be held on June 18, 2025, at 7:00 p.m.
- Motion to adjourn at 7:50 p.m. by Rosa, seconded by Jim. Motion carried.
- Submitted by Walter A. Norris, Exec. Director