



**The Housing Authority of  
Gloucester County**  
REGULAR BOARD MEETING  
APRIL 26<sup>TH</sup>, 2017

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**A Regular Meeting of the Housing Authority of Gloucester County was held in the Joseph A. Reed Board Room, Nancy J. Elkins Seniors Housing; located at 100 Pop Moylan Blvd. Deptford, New Jersey, on APRIL 26<sup>TH</sup>, 2017, beginning at 4:30 P.M.**

**ROLL CALL:**

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**The Secretary (Kimberly Gober) called the roll and the following answered "aye":**

- ✓ Chairman William W. Bain, Jr.
- ✓ Commissioner John Giovannitti
- ✓ Commissioner Scott Kintzing
- ✓ Commissioner Betty Jane Purnell
- ✓ Commissioner Brenden Garozzo (via phone)
- ✓ Vice Chairman Daniel Reed
- ✓ Commissioner Frank Smith

**And the following was absent:**

No one

**The Secretary notified the Chair that a quorum is present.**

**Also in attendance were:**

- ✓ Kimberly Gober, Executive Director
- ✓ Jeff Daniels, Esq., Solicitor
- ✓ Jessica Laine, Esq., Assistant to the Executive Director
- ✓ Paul Letizia, AHO Director
- ✓ Grace Seeney, Accountant
- ✓ Nelly Rojas, Administrative Aide

**SOLICITOR:**

□ The Solicitor stated "In accordance with the Open Public Meetings Act of 1975, this meeting is called to order pursuant to notice of Annual Meeting, a copy of which has been made available to newspapers of general local public circulation, a copy of which has been made available to the Clerk of Gloucester County, and a copy of which has been posted publicly in accordance with the law."



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**CHAIRMAN:**

The Chairman opens the meeting to the General Public for any Agenda Items:

Seeing no one from the public, the Chairman requested a motion to close.

**Motion to close:**

MOTION: COMMISSIONER JOHN GIOVANNITTI

SECOND: COMMISSIONER BETTY JANE PURNELL

All commissioners are in favor. Motion carried

**HEARING REQUEST**

**US SECURITY ASSOCIATION:**

**Solicitor Jeff Daniels, Esq:** On April 20 a letter was sent to the Commissioners. It was a Notice of Disqualification to US Securities Associates.

After receiving bids for security services and the current provider providing a bid, the AHO Director, Paul Letizia sent a memo to the Executive Director Kim Gober stating US Securities should be disqualified, under the law, due to previous performance. Solicitor Jeff Daniels, Esq. who, after reviewing the information, agreed this company should be disqualified under the law. The Notice of Disqualification was sent on April 20. They were disqualified under the Local Public Contracts Law that would allow a contracting unit to disqualify a bidder if the Contractor breaches the contract. The basis was not supplying security guards when they were supposed to. HAGC had to supply their employees to fill the gap. The summary and incident reports were attached to the disqualification letter dated April 20, in support of the basis for disqualification.

The bidder did request a hearing, which will be held prior to the next Board Meeting in May. (May 24, 2017)

It is their burden (US Securities Assoc.) to prove why they should not be disqualified. If the Commissioners determine good cause is not shown, the maximum is 5 years to not to accept bids from the Contractor. Another packet of incidents were handed out to the Commissioners that cannot be a basis for disqualification.

A Resolution awarding the Security Services Contract will be ready after the hearing at the next board meeting.

Paul Letizia had many instances where the guards did not show up. He sent a letter in November to the company. In February he had a meeting with the company to report how important it was to show up at our Senior buildings. A Memo was sent to Kim at that time to request that they be excluded from the bidding for the following



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contract. Recent occurrences of not being present have happened in April at Deptford and Carino. It is a continuing problem with this company, even recently. It impacts our employees.

The Attorney and AHO Director have given all of the information to understand the basis of disqualification of the services and non-compliance. Paul reports that former employees involved in egregious acts have been banned from our buildings.

**Chairman Bain:** Read all the material in the packet provided and if you have any questions before the next meeting, reach out to Kim or Jeff.

Commissioner Reed needs to leave the meeting.

### **✦CORRESPONDENCE AND REPORTS:**

- A. Review and Action of Minutes –March2017
- B. Consider Interim Bill List, 17-04 Sections A, B, C, D
- C. Consider Bill List 17-04, E,F, G,H
- D. Consider Ratification of GCHDC, Seniors, Shepherd’s Farm, eMurphyg, Inc., PMURC, Inc. Sections A,B,C,D, E,F
- E. Consider Acknowledgment of Pop Moylan, Colonial Park LP Sections G,H, I,

### **📖DIRECTOR’S REPORT –2017**

**Camp Salute:** We have committed 19 Project Based HCV for Homeless or Disabled Vets for this project, to be built in Clayton, NJ. All of the requirements have been performed and we are awaiting HUD’s response. There is still a potential for Stu Mills to file an appeal but the appeal is for the language for the easement. Conifer is anticipating a June Ground Breaking.

**Fire:** At Deptford Park, a Resident fell asleep with a lit cigarette. Three (3) Residents suffered smoke inhalation but are back in their apartments. One of those residents wrote a letter to Kim requesting that the Executive Director move forward with the Smoke free housing. HUD will require this but the letter from the resident supports moving in that direction. A C & D letter went out to the resident who caused the fire.

Going through the process of smoke cessation will take time. Chairman Bain offered we were lucky that day, smoke inhalation is deadly. ED Kim Gober revealed that the positive part is that residents now listen to the fire alarms and leave the building when they hear the alarms.



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Article: Commissioner Brendan Garozzo reports that he just read an article concerning a senior living community resident who passed away and was not found for 4 days. She had not been checked on in her independent living apartment. He will forward the article to Kim per Chairman Bain's suggestion.

Ellis Manor: Demolition ceremony on May 11<sup>th</sup>, 2017. Glassboro Housing Authority

UPCS Training scheduled for May 17<sup>th</sup> at Deptford Park Community Room. With hosting this training, some of our employees can attend for free.

Vacation: Executive Director Kim Gober has vacation scheduled April 29<sup>th</sup> to May 6<sup>th</sup>.

Funding for the Housing Authority is still being funded under a continuing resolution. Government has not approved the budget FY 2017. Friday, April 28<sup>th</sup> is the last day to approve a budget. The HAP checks could be delayed. There is an extra week of payroll kept for the employees.

Chris Grupico is about to retire. Chris was hired in 1992 and worked his way up to his present position. He has done an outstanding job and is a standup guy. Grace is Chris's replacement. Chairman Bain stated that over the years Chris has been a life saver with good information. Bill stated that he hopes that God bless Chris in his retirement. It had been a pleasure to know Chris and to work with him.

Chris expressed that he appreciated the opportunity to serve at HAGC and never met a board that cared as much for the people they serve as the HAGC board. It has been a pleasure to work here.

**Motion to approve the CORRESPONDENCE AND REPORTS**

**MOTION:** COMMISSIONER JOHN GIOVANNITTI

**SECOND:** COMMISSIONER FRANK SMITH

All commissioners in favor



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**RESOLUTIONS:**

<b>17-25</b>	<b>RESOLUTION AUTHORIZING CONTRACT FOR PAVING AT CARINO PARK TO RUSLING PAVING.</b>
<b>17-26</b>	<b>RESOLUTION AUTHORIZING CONTRACT FOR PAVING AT DEPTFORD PARK TO AMERICAN ASPHALT SOLUTIONS.</b>
<b>17-27</b>	<b>RESOLUTION AUTHORIZING THE EXECUTION OF CONTRACT FOR COMPREHENSIVE GENERAL LIABILITY INSURANCE COVERAGE BEGINNING MAY 1, 2017</b>
<b>17-28</b>	<b>RESOLUTION APPROVING CONTRACT FOR EXCESS LIABILITY INSURANCE COVERAGE BEGIN 5/1/16</b>
<b>17-29</b>	<b>RESOLUTION AUTHORIZING COMPLIANCE TO STANDARDIZE PROVIDER AGENCY BOARD RESOLUTIONS AND EXECUTE A BUSINESS ASSOCIATE AGREEMENT BETWEEN STATE OF NJ DEPT OF HS AND HAGC CONGREGATE PROGRAM</b>
<b>17-30</b>	<b>RESOLUTION HONORING CHRISTOPHER GRUPICO, FINANCE DIRECTOR</b>
<b>17-31</b>	<b>RESOLUTION AUTHORIZING EXECUTIVE SESSION</b>

**Motion to approve the AGENDA:**

**MOTION:** COMMISSIONER JOHN GIOVANNITTI

**SECOND:** COMMISSIONER BETTY JANE PURNELL

All commissioners in favor.

**ADJOURNMENT:**

**A motion to adjourn:**

**MOTION:** COMMISSIONER SCOTT KINTZING

**SECOND:** COMMISSIONER BETTY JANE PURNELL

All commissioners in favor

Respectfully submitted,

Kimberly Gober, Secretary

Dated: May 10, 2017