

MINUTES OF A REGULAR MEETING  
OF THE HOUSING AUTHORITY  
OF THE CITY OF MILLVILLE  
June 26, 2018

A regular meeting of the Millville Housing Authority Board of Commissioners was held on Tuesday, June 26, 2018 at Cedarview Court Community Room, 2045 Wheaton Avenue, Millville, New Jersey. The meeting convened at 5:00 p.m.

Chairwoman Ring welcomed our new Commissioner, Kristina Townsend. She advised Ms. Townsend will be replacing former Commissioner Dale Finch.

Resolution #12-2018 Authorizing the Appointment of Kristina Townsend to the  
Millville Housing Authority Board of Commissioners  
Roll Call Vote:  
Motion: Commissioner Tesoroni  
Second: Commissioner Santoro  
Roll Call: Unanimous

Chairwoman Paula Ring announced the Sunshine Law requirement had been met, properly posted and advertised and conducted under the Open Public Meetings Act.

Secretary Paul Dice proceeded to call the roll at this time. Present were: Commissioner Heather Santoro, Commissioner Larry Miller, Commissioner Townsend, Commissioner Robert Tesoroni, and Chairwoman Paula Ring. Commissioner Robert Barrett was absent. Also present were MHA Solicitor Arnold Robinson, MHA staff, and residents.

Chairwoman Ring asked for a motion of approval for the May 22, 2018 minutes. Commissioner Miller made the motion to approve the minutes and Commissioner Santoro seconded. All present were in favor with the exception of Commissioner Townsend who abstained.

**Capital Fund Notice/JCP Elevator Modernization**

Secretary Dice advised the MHA received \$545,000 in capital funding in 2017. We were notified we will be receiving \$832,159 this year! This is much more than we anticipated. These additional funds will allow us to move forward with the JCP elevator modernization project. Secretary Dice advised the elevator project went out to bid and we received three responses. Levy Construction was the lowest bidder at \$369,600 for the base bid. We have decided to forego the additional aesthetic upgrades, but will incur about \$26,600 in consulting, engineering and architectural costs surrounding this project.

## **Financials**

For May 2018, the MHA properties and Central Office combined posted \$5,795 in positive net income for the month. The MHA maintains a positive \$15,019 in year-to-date net income. Tony Polcari has streamlined our front-line financial operation.

## **Occupancy**

Betsy Loyle reported there are currently 24 empty apartments. She advised we lost an inordinate number of our long-term tenants this past year. There is an apartment at JCP that has been empty for two years due to a leak that we have not been able to fix. She also advised there was recently a pipe that broke in the JCP kitchen. Service Master will be responding to do the cleanup.

## **Security Guards/New Cameras**

Secretary Dice advised the guard service at Riverview East ended on May 31, 2018. We have hired a part-time Lease Enforcement Officer and a part-time camera technician. Our security cameras at this location are being upgraded and we will now have very clear views of people coming in and out of the building. The Millville Police department will be able to dial into our system and have immediate access. Training will be provided to the police department.

## **New Employee**

Betsy Loyle introduced Miranda Petit, Assistant Property Manager at our senior sites.

At this time, Chairwoman Ring announced there were resolutions to approve:

Resolution #13-2018      Approving the Payment of Bills for June 2018

Roll Call Vote:

Motion: Commissioner Miller  
Second: Commissioner Tesoroni  
Roll Call: Unanimous

Resolution #14-2018      Resolution Approving the Slate of Officers for 2018-2019  
Commissioner Tesoroni nominated Commissioner Ring to remain Chairwoman and  
Commissioner Miller to remain Vice-Chairman.

Roll Call Vote:

Motion: Commissioner Tesoroni  
Second: Commissioner Santoro  
Roll Call: Unanimous

Resolution #15-2018      Approving a Contract for Elevator Renovations at Jaycee Plaza

Roll Call Vote:

Motion: Commissioner Santoro

Second: Commissioner Tesoroni

Roll Call: Unanimous

Chairwoman Ring asked if there was any new business. Commissioner Tesoroni advised he has completed his course requirements at Rutgers! Solicitor Robinson advised there was no need to go into a Closed Session because he had nothing to report regarding an investigation at this time.

Chairwoman Ring asked if there was any old business to discuss. There was not.

Chairwoman Ring asked if there was any public comment. There was no public comment.

At 6:00 p.m. Chairwoman Ring adjourned the MHA meeting to go into the Holly City Family Center Meeting. Commissioner Tesoroni made the motion and Commissioner Miller seconded. All present were in favor.

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Paul Dice  
Secretary

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Date