

**MINUTES OF A REGULAR MEETING FOR  
THE BOARD OF COMMISSIONERS  
OF THE HOUSING AUTHORITY OF THE CITY OF BRIDGETON  
HELD ON FEBRUARY 28, 2013**

A regular meeting of the Commissioners of the Housing Authority of the City of Bridgeton was held on Thursday February 28, 2013 in the Conference Room at 429 Oakview Heights on West Vine Street in Bridgeton New Jersey.

The meeting was called to order by Chairperson Santiago at 5:00 PM and upon roll call, those present were: Chairperson Santiago, Vice-Chair Thomas, Commissioner Williams, Commissioner Lugardo-Hemple, Commissioner Leek, Commissioner Cortes and Commissioner MacFarland. Also present were Executive Director Joanne Sbrana, Attorney Robert Pryor and Assistant Executive Director James Howell.

Commissioner Lugardo-Hemple moved that the minutes of the January 24, 2012 meeting be approved and Commissioner Thomas seconded the motion and upon an oral vote, the motion was approved unanimously

**Report of Secretary/Treasurer`**

Director Sbrana presented financial reports to the Board. Amp 1 (Maplewood) generated \$68,378 of operating income and cost \$63,961 in expenses for the month. AMP 2 (Senior Sites) generated \$137,640 in operating income and cost \$157,000 in expenses. AMP 3 (HOPE 6) pulled in \$34,860 through subsidy which was transferred to HOPE 6. Central Office generated \$32,000 and cost \$29,498 in expenses. Section 8 generated \$9,571 and cost \$8,674 in expenses. A motion to accept the financial reports and to pay the monthly bills was made by Commissioner Thomas and seconded by Commissioner MacFarland. The motion was unanimously approved.

The Board was presented with Resolution 1303 Authorizing a Contract for Fire Alarm and Sprinkler Service. The firm of TDK enterprises submitted the lowest

cost responsible bid at \$27,660. Bids were also received from Simplex Grinnell at \$32,780, Oliver Sprinkler Company at \$31,920 and Wayman Fire Protection at \$32,856. Bids were also received from First Due Fire Protection & Backflow Services and Allied Fire & Safety but both were disqualified for being incomplete. Commissioner Leek made a motion to approve the resolution which was seconded by Commissioner Thomas. Upon an oral vote, the motion was passed unanimously.

The Board was presented with Resolution 1304 Authorizing a Contract with an Architectural/Engineering Firm. The firm of Lammey & Giorgio submitted the lowest responsible bid. Bids were also received from Joseph McKernan Architects & Associates, Blackney Hayes Architects and Lindemon Winckelman Deupree Martin Russell & Associates. Commissioner Williams made a motion to approve the resolution and said motion was seconded by Commissioner Lugardo-Hemple. Upon an oral vote, the motion was passed unanimously.

### **Committee Reports**

Personnel – A question was asked regarding the quest for a new Social Service Supervisor. Applicant Gwendolyn Mitsui has been hired to fill the position and shall begin in 2-3 weeks.

Drug Elimination – Commissioner Cortes asked about the surveys for residents of Maplewood Garden. Surveys have been sent to residents.

Ad Hoc – Commissioner Leek commented on issues that had been brought to her attention by residents. The Authority is in the process of handling these issues.

There were no other Committee reports.

### **Public Portion**

No members of the public attended.

### **Unfinished Business**

Commissioner Williams asked about the installation of a recreational sprinkler at Maplewood Garden. The Commissioners agreed that the cost of water to operate

such a device and insurance concerns make it unlikely for the Authority to invest in this project.

### **New Business**

There was no new business.

The meeting adjourned at 5:22 PM.