

**RESOLUTION OF THE BOARD OF COMMISSIONERS  
OF  
THE PRINCETON HOUSING AUTHORITY  
2018-18**

At a regular meeting of the Board of Commissioners of the Princeton Housing Authority, held on July 17, 2018 at the Henry F. Pannell Learning Center, 2 Clay Street, Princeton, New Jersey, beginning at 6:30 p.m., upon motion duly made and seconded, The Board of Commissioners adopted the following Resolution:

**WHEREAS**, the Princeton Housing Authority is required to procure an annual audit by an Independent Accountant; and

**WHEREAS**, the PHA advertised the RFP for Auditing Services in the Princeton Packet and the Trenton Times; and

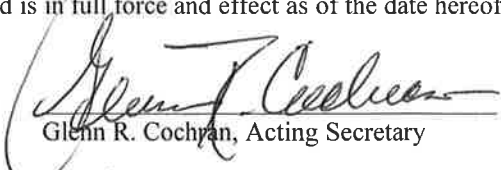
**WHEREAS**, seven (7) firms requested RFP documents and two (2) audit proposals were received and evaluated according to the points system indicated in the request for proposals; and

**WHEREAS**, Polcari & Company, CPA of Wayne, NJ received the highest score on the evaluation and submitted a proposal with a fee of \$9,760;

**Now, THEREFORE, BE IT RESOLVED** that Board of Commissioners hereby approves the Agreement for Audit Services (Audit Contract) in the amount of \$9,760 to Polcari & Company, CPA for the twelve month period ending June 30, 2019.

I, Glenn R. Cochran, acting secretary of the Princeton Housing Authority, do hereby certify that the foregoing is a true copy of a Resolution of the Board of Commissioners as it appears in the records of the corporation and as was duly and legally adopted at a regular meeting of the Board of Commissioners held on July 17, 2018, pursuant to and in accordance with the Certificate of Incorporation and the By-Laws thereof; that it has not been modified, amended or rescinded, and is in full force and effect as of the date hereof.

Dated: July 17, 2018

  
Glenn R. Cochran, Acting Secretary

Motion Made: McGowan      Seconded: Weiss

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Newlin	✓			
Ms. Sipprelle				✗
Ms. Logan	✓			
Mr. Pannell	✓			
Mr. McGowen	✓			
Mr. Weiss	✓			
Ms. Tuck-Ponder				✗

**RESOLUTION OF THE BOARD OF COMMISSIONERS  
OF  
THE PRINCETON HOUSING AUTHORITY  
2018-20**

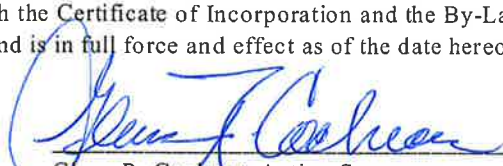
At a regular meeting of the Board of Commissioners of the Princeton Housing Authority, held on July 17, 2018 at the Henry F. Pannell Learning Center, 2 Clay Street, Princeton, New Jersey, beginning at 6:30 p.m., upon motion duly made and seconded, The Board of Commissioners adopted the following Resolution:

**BE IT RESOLVED** that Board of Commissioners hereby temporarily appoints, for a period not to exceed 90 days from the date hereof, Chairperson Leighton Newlin to act as interim acting Executive Director of the Princeton Housing Authority pending the hiring of an Executive Director or the entry into another Shared Services Agreement for the provision of such services by another Housing Authority; and it is

**FURTHER RESOLVED** that Ronald Caporelli is hereby appointed as the temporary Office Manager, for a period not to exceed 90 days from the date hereof, and the Personnel Committee is directed to recommend to the Board an adjustment in the salary of Mr. Caporelli to account for the additional services he has and will perform during the transition from the Shared Services Agreement with the Lakewood Housing Authority and the permanent replacement of the Executive Director or alternate Shared Services Agreement.

I, Glenn R. Cochran, acting secretary of the Princeton Housing Authority, do hereby certify that the foregoing is a true copy of a Resolution of the Board of Commissioners as it appears in the records of the corporation and as was duly and legally adopted at a regular meeting of the Board of Commissioners held on July 17, 2018, pursuant to and in accordance with the Certificate of Incorporation and the By-Laws thereof; that it has not been modified, amended or rescinded, and is in full force and effect as of the date hereof.

Dated: July 17, 2018

  
Glenn R. Cochran, Acting Secretary

Motion Made: Alvin McGowan Seconded: Jos. Weiss

	Aye	Nay	Abstain	Absent
Mr. Newlin			✓	
Ms. Sippelle				✓
Ms. Logan	x			
Mr. Pannell	x			
Mr. McGowen	x			
Mr. Weiss	x			
Ms. Tuck-Ponder				✓

**RESOLUTION OF THE BOARD OF COMMISSIONERS  
OF  
THE PRINCETON HOUSING AUTHORITY**

**RESOLUTION 2018-21**

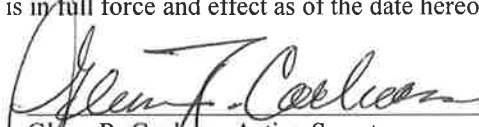
At a regular meeting of the Board of Commissioners of the Princeton Housing Authority, held on July 17, 2018 at the Henry F. Pannell Learning Center, 2 Clay Street, Princeton, New Jersey, upon motion duly made and seconded, The Board of Commissioners adopted the following Resolution:

**BE IT RESOLVED** that Board of Commissioners amends the Personnel Policy to include specific hours of operation during which employees shall be on duty, effective July 23, 2018, as follows:

- 1 Office Staff shall be on duty from 9:00 a.m. through 4:30 p.m., Monday through Friday, subject to established break time and lunch period;
2. Office closure due to inclement weather or other emergency shall be determined on a case by case basis by the Executive Director or, in his or her absence, the Office Manager who shall give reasonable telephone or text message notice to all employees of any closure. In the absence of such prior notice, all employees are expected to report for work regardless of school or municipal closings.

I, Glenn R. Cochran, acting secretary of the Princeton Housing Authority, do hereby certify that the foregoing is a true copy of a Resolution of the Board of Commissioners as it appears in the records of the corporation and as was duly and legally adopted at a regular meeting of the Board of Commissioners held on July 17, 2018, pursuant to and in accordance with the Certificate of Incorporation and the By-Laws thereof; that it has not been modified, amended or rescinded, and is in full force and effect as of the date hereof.

Dated: July 17, 2018

  
Glenn R. Cochran, Acting Secretary

*Motion: Logan  
Second: Weiss*

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Newlin	<i>✓</i>			
Ms. Sippelle				<i>✓</i>
Ms. Logan	<i>✓</i>			
Mr. Pannell	<i>✓</i>			
Mr. McGowen	<i>✓</i>			
Mr. Weiss	<i>✓</i>			
Ms. Tuck-Ponder				<i>✓</i>

**RESOLUTION OF THE BOARD OF COMMISSIONERS  
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**RESOLUTION 2018-22**

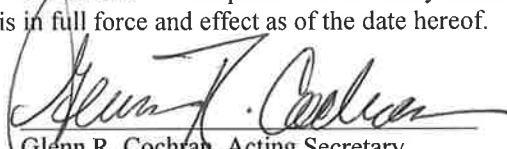
At a regular meeting of the Board of Commissioners of the Princeton Housing Authority, held on July 17, 2018 at the Henry F. Pannell Learning Center, 2 Clay Street, Princeton, New Jersey, upon motion duly made and seconded, The Board of Commissioners adopted the following Resolution:

**BE IT RESOLVED** that Board of Commissioners hereby empowers and directs that the Office Manager be authorized to hire no more than two (2) individuals to work in a part-time capacity during the transition period pending the hiring of a full time Executive Director, as a receptionist; and it is

**FURTHER RESOLVED** that the Office Manager shall be authorized to pay up to \$10.00 per hour for such part-time receptionist services, without insurance, pension, vacation, personal days or sick time benefits.

I, Glenn R. Cochran, acting secretary of the Princeton Housing Authority, do hereby certify that the foregoing is a true copy of a Resolution of the Board of Commissioners as it appears in the records of the corporation and as was duly and legally adopted at a regular meeting of the Board of Commissioners held on July 17, 2018, pursuant to and in accordance with the Certificate of Incorporation and the By-Laws thereof; that it has not been modified, amended or rescinded, and is in full force and effect as of the date hereof.

Dated: July 17, 2018

  
Glenn R. Cochran, Acting Secretary

Motion McGowan      Second: Logan

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Newlin	✓			
Ms. Sipprelle				✓
Ms. Logan				
Mr. Pannell				
Mr. McGowen				
Mr. Weiss				
Ms. Tuck-Ponder				✓

**RESOLUTION OF THE BOARD OF COMMISSIONERS  
OF  
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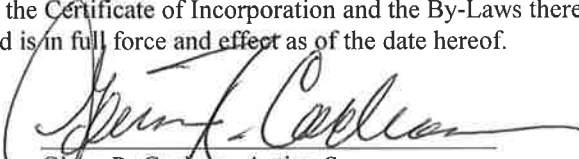
At a regular meeting of the Board of Commissioners of the Princeton Housing Authority, held on July 17, 2018 at the Henry F. Pannell Learning Center, 2 Clay Street, Princeton, New Jersey, upon motion duly made and seconded, pursuant to *N.J.S.A. 4:10-12 b(7)*, The Board of Commissioners adopted the following Resolution:

**BE IT RESOLVED** that Board of Commissioners hereby elects to meet in Executive Session and to exclude members of the public from the portion of the regular meeting during which the Board will discuss the various personnel matters involving hiring and wages to be paid, an alternative Shared Services Agreement to be considered during the search period for a new Executive Director, as well as adjustment to staff working hours; and it is

**FURTHER RESOLVED** that such minutes of the Executive Session of the Regular Meeting of the Board of Commissioners as are not inconsistent with the provisions of *N.J.S.A. 4:10-12 b(7)* will be made public no later than the next regularly scheduled public meeting of the Board of Commissioners.

I, Glenn R. Cochran, acting secretary of the Princeton Housing Authority, do hereby certify that the foregoing is a true copy of a Resolution of the Board of Commissioners as it appears in the records of the corporation and as was duly and legally adopted at a regular meeting of the Board of Commissioners held on July 17, 2018, pursuant to and in accordance with the Certificate of Incorporation and the By-Laws thereof; that it has not been modified, amended or rescinded, and is in full force and effect as of the date hereof.

Dated: July 17, 2018

  
Glenn R. Cochran, Acting Secretary

7:13 pm Motion In: McGowan  
Second: Logan

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Newlin	X			
Ms. Sipprelle				X
Ms. Logan	X			
Mr. Pannell	X			
Mr. McGowen	X			
Mr. Weiss	X			
Ms. Tuck-Ponder				X

8:21 pm Motion Out: McGowan  
Second Logan