

**MINUTES OF THE REGULAR MEETING
OF THE BEVERLY HOUSING AUTHORITY, CITY OF BEVERLY
HELD ON MAY 20, 2023
IN THE BEVERLY HOUSING AUTHORITY OFFICE CONFERENCE
ROOM
7:00 PM**

The Pledge of Allegiance and the Sunshine Law was recited.

Upon roll call, the following Commissioners were present:

Present at meeting were: John Haaf, Randy Miller, Hal Robertson,

Cynthia Hall Miller and Sarah Richards

MINUTES:

Minutes from the April 20, 2023 meeting were reviewed

Discussion followed

Motion to accept minutes, made by: Mr. R. Miller

Seconded by Mr. H. Robinson

Upon roll call	5 Ayes	0 Nays	0 Abstains
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FINANCE: Ratify checks written for April 2023 and May 2023

Discussion followed

Bills to be ratified for the month of April 2023

Check #'s 14035-14048

Bills to be ratified for the months of May 2023

Check #'s 14049-14062

Motion to ratify bills for April 2023 and May 2023 check #s 14035-14062

Q. Mrs. C. Miller-NJ American Water payments for apartments, WHY?

A. Mr. Centinaro explained that the apartments when vacated turn back to the Housing Authority for billing and that the amount is a charge for keeping the utility turned on until rented.

Q. Mrs. S. Richards-FHA payment-

A. Mr. Centinaro explained that the maintenance man is a temporary employee and works at both housing authorities. The main pay comes from Florence Housing and so the Beverly Housing is billed for half of the payroll for this employee.

Discussion followed

Motion made to accept bill list:

Made by: Mrs. S. Richards

Seconded by: Mr. H Robertson

Upon roll call	5 Ayes	0 Nays	0 Abstains
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TENANTS ACCOUNTS RECEIVABLE:

Q. Mrs. C. Miller-unit 128 charges still carrying forward

A. Mr. Centinaro explained that the tenant will pay a little each month but still owes for extermination costs.

Q. Mr. H. Robertson-unit 157 charges for unit 115

A. Mr. Centinaro explained that the tenant used to live in unit 115 and was moved to unit 157. The cost of the repairs for unit 115 was charged to the tenant.

Discussion Followed

Accept and file the tenants accounts report

UNFINISHED BUSINESS

NEW BUSINESS:

RESOLUTION 2023-5 HUD BUDGET (OPERATING BUDGET)

Discussion followed

Q. Mr. J. Haaf-maintenance and material cost increase?

A. Mr. Centinaro explained it is increased due to the increase of materials and labor to do repairs.

Q. Mrs. S. Richards-tractor purchase-

A. Mr. Centinaro explained that the housing authority is looking into purchasing a new small tractor for use at the authority.

Motion made to adopt budget Resolution 2023-5

Made by: Mr. R. Miller

Seconded by: Mr. H. Robertson

Upon roll call: 5 ayes 0 nays 0 abstains

RESOLUTION 2023-6 STATE BUDGET

Discussion followed

Motion made to approve the state budget

Made by: Mr. R. Miller

Seconded by: Mr. H. Robertson

Upon roll call 5 ayes 0 nays 0 abstains

RESOLUTION 2023-7 2022 AUDIT

Discussion followed

Q. Mrs. S. Richards-pertaining to the pilot, there is a difference

A. Mr. Centinaro explained that there was a mistake made and the utility expense was added and should have been subtracted. So, there is a change in the amount owing.

Motion made to approve the 2022 Audit with amendment to change the pilot to the legally obligated amount to be paid.

Motion made by: Mr. R. Miller

Seconded by: Mrs. S. Richards

Upon roll call 5 ayes 0 nays 0 abstains

RESOLUTION 2023-8 WRITE OFF OF TENANTS OWING

Q. Mrs. C. Miller-how did the tenant accounts get so high

A. Mr. Centinaro explained that the tenants did not pay rent during the COVID period and moved out when advised they owed back rent.

Discussion followed

Motion made to write off tenant accounts listed

Made by: Mr. R. Miller

Seconded by: Mrs. S. Richards

Upon roll call 5 ayes 0 nays 0 abstains

FINANCIAL STATEMENTS:

DIRECTORS REPORT:

Motion to adjourn meeting:

Made by: Mrs. S. Richards

Seconded by: Mr. H. Robertson

Meeting adjourned at 7:52 pm

Minutes submitted by;

Gary J Centinaro

Date: