

BY-LAWS OF THE EDGEWATER HOUSING AUTHORITY

ARTICLE I – THE AUTHORITY

Section 1. Name of Authority. The name of the authority shall be “Edgewater Housing Authority”.

Section 2. Seal of Authority. The seal of the Authority shall be in the form of a circle and shall include the name of the Authority and the year of its organization.

Section 3. Office of the Authority. The offices of the Authority shall be at 300 Undercliff Avenue, Edgewater, New Jersey 07020, or at such other place from time to time as it may designate.

Section 4. Powers of the Authority. The Authority may exercise all powers and engage in all activity legal for Housing Authorities and Redevelopment Authorities in the State of New Jersey.

ARTICLE II – OFFICERS AND OTHER PERSONNEL

Section 1. Officers. The officers of the Authority shall be a Chairperson, a Vice-Chairperson and a Secretary.

Every Commissioner of the Authority shall serve without compensation (other than the payment of necessary expenses).

Section 2. Chairperson. The Chairperson shall preside at all meetings of the Authority. Except as otherwise authorized by resolution of the Authority, the Chairperson shall sign all contracts, deeds and other instruments made by the Authority.

Section 3. Vice-Chairperson. The Vice-Chairperson shall perform the duties of the Chairperson in the temporary absence or incapacity of the Chairperson; and in case the office becomes vacant, the Vice-Chairperson shall, perform as Chairperson until such time as the Authority shall select a new Chairperson

Section 4. Secretary; Assistant Secretary. (a) The Executive Director shall serve as the Secretary and shall keep the records of the Authority, shall act as secretary of the meetings of the Authority and shall keep a record of the proceedings of the Authority and shall perform all other duties incident to his/her office. The secretary shall have power to affix such seal to all contracts and instruments authorized to be executed by the Authority. (b) The Board may appoint an Assistant Secretary who shall carry out the duties of Secretary in the temporary absence or incapacity of the Secretary.

Section 5. Additional Duties. The officers of the Authority shall perform such other duties and functions as may from time to time be required by the Authority, the by-laws or rules

and regulations of the Authority, the by-laws or rules and regulations of the Authority, the laws of the State of New Jersey or the U.S. Department of Housing and Urban Development (HUD).

Section 6. Election. The Chairperson and Vice-Chairperson shall be elected at the annual meeting of the Authority from among the commissioners of the Authority, and shall hold office until the next annual meeting or until their successors are elected and qualified. The same shall apply to the Secretary if they are commissioners of the Authority, until the office of Secretary is held by the Executive Director. If not a Commissioner, the treasurer shall be appointed by the Authority for such a term of office as the Authority fixes

Section 7. Executive Director. The Executive Director shall be appointed by the Authority, for such a term of office and for such compensation as the Authority fixes.

The Executive Director shall be the Secretary of the Authority during the term of office.

The Executive Director shall have general supervision over the administration of its business and affairs, subject to the direction of the Authority. The Executive Director shall be charged with the management of the housing projects of the Authority, and shall only be removed in accordance with State law, any outstanding employment contract, but in no event without a three-quarters majority (at least five members) of the full membership of the Board of Commissioners.

Section 8. Vacancies. If any office held by a commissioner of the Authority becomes vacant, such vacancy shall be filled by the party which appointed the commissioner vacating the office.

Section 9. Additional Personnel. The Authority may from time to time employ such personnel as it deems necessary to exercise its powers, duties and functions as prescribed by the Local redevelopment and Housing law and all other laws of the state of New Jersey applicable thereto. The selection and compensation of such personnel shall be determined by the Authority subject to the laws of the State of New Jersey.

ARTICLE III – MEETINGS

Section 1. Annual Meeting. The Annual Meeting of the Authority shall be held on the second Monday in January in each year at such time set by the Board at the regular meeting place of the Authority. In the event such date shall fall on a legal holiday, the Annual Meeting shall be held on the succeeding secular day.

Section 2. Regular Meetings. Regular meetings of the Authority shall be held at the regular meeting place of the Authority on the second Monday of each month at the time set by the Board, unless the same shall be a legal holiday, in which even said meeting shall be held on the next succeeding secular day.

Section 3. Special Meetings. The Chairperson of the Authority may, when he/she deems it expedient, and shall, upon the written request of two members of the Authority, call a

special meeting of the Authority for the purpose of transacting any business designated in the call. The call for a special meeting may be delivered to each member of the Authority or may be mailed to the business or home address of each member of the Authority at least two days prior to the date of such special meeting. (At such special meeting no business shall be considered other than as designated in the call; but if all of the members of the Authority are present and all agree, other business may be transacted at said special meeting). The presence of any member t such meeting shall be deemed waiver of notice.

Section 4. Commissioners; Quorum

(a) There shall be seven Commissioners of the Authority: one appointed by the Governor of the State of New Jersey, one appointed by the Mayor of the Borough of Edgewater and five appointed by the Council of the Borough of Edgewater. The powers of the Authority shall be vested in the Commissioners thereof in the office from time to time.

(b) Four Commissioners shall constitute a quorum for the purpose of conducting its business and exercising its powers; but if a quorum is not present, a majority of those present may adjourn from time to time until a quorum is obtained. When a quorum is in attendance, action may be taken by the Authority upon an affirmative vote of a majority of the Commissioners present, but under no circumstances shall a vote be affirmed without four (4) affirmative votes.

Section 5. Order of Business. At the regular meetings of the Authority the order of business shall be set by the agenda:

Section 6. Manner of Voting. The voting on all questions coming before the Authority, other than the election of officers shall be by roll call; and the yeas and nays shall be entered in the minutes of such meeting.

Section 7. New Jersey Open Public Meetings Act. All meetings of the Authority shall be held in accordance with N.J.S.A. 10:4-6 et. seq. (Sunshine Law).

ARTICLE IV – AMENDMENT

Amendments to the By-Laws. The by-laws of the authority shall be amended or replaced only with the approval of at least four of the members of the Authority at a regular or a special meeting, but no such amendment shall be voted upon unless at least seven days' written notice thereof has been previously given to all of the members of the Authority but such notice maybe waived with the consent of all members.