

**MINUTES OF CAUCUS MEETING HELD ON APRIL 18, 2016**

1. Roll Call: Commissioners Barckett, Quilles. Ribaud, Giacomarro and Puzio present
2. Emergency repair to Golden Towers alarms. New panel installed.
3. Resolutions for flooring, carpentry maintenance and plumbing contracts. Commissioner Giacomarro inquired as to how many responses were received. Requests were advertised.
4. Commissioner Giacomarro commented on the lack of description on the bills list/checks and was advised that a new computer program is required to place description on checks.
5. Commissioner Barckett advised that she heard from residents at Golden Towers and 377 Midland Avenue that they never see meeting notices posted. Executive Director confirmed that notices are posted; advised that notices will be placed by elevators; and will inquire about televised notice.
6. Motion to close by Barckett and second by Puzio.  
- All commissioners in favor.