

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

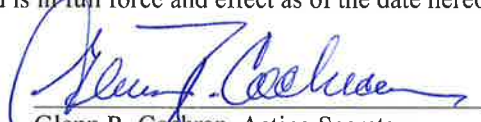
At a special meeting of the Board of Commissioners of the Princeton Housing Authority, held on July 29, 2018 at the Henry F. Pannell Learning Center, 2 Clay Street, Princeton, New Jersey, upon motion duly made and seconded, pursuant to *N.J.S.A. 4:10-12 b(7)*, The Board of Commissioners adopted the following 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 special meeting during which the Board will discuss the various personnel matters involving wages to be paid, an alternative Shared Services Agreement to be entered during the search period for a new Executive Director, as well as discussion of the renewal of the DNF Consulting Group, LLC contract; and it is

FURTHER RESOLVED that such minutes of the Executive Session of the Special 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 special meeting of the Board of Commissioners held on July 29, 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in accordance with the Certificate of Incorporation and the By-Laws thereof; that it has not been modified, amended or rescinded, and is in full force and effect as of the date hereof.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 29, 2018


Glenn R. Cochran, Acting Secretary

Motion In: McCowan

Second: Tuck-Ponder Motion Out: McCowan

Second: Tuck-Ponder

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

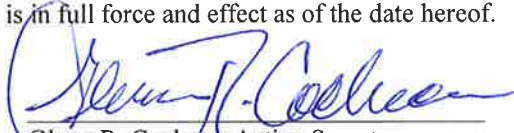
**RESOLUTION OF THE BOARD OF COMMISSIONERS
OF
THE PRINCETON HOUSING AUTHORITY
Resolution 2018-22**

At a special meeting of the Board of Commissioners of the Princeton Housing Authority, held on July 29, 2018 at 12:00 p.m. 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 approves and authorizes and directs the Chairperson/Acting Executive Director to execute and deliver that certain Shared Services Agreement with the Housing Authority of the City of Elizabeth for the provision of management and procurement services for a period not to exceed three months upon the terms of the revised and renegotiated proposed Shared Services Agreement annexed hereto.

; 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 special meeting of the Board of Commissioners held on July 29, 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 29, 2018



Glenn R. Cochran, Acting Secretary

Motion: MTP

Second: AME

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

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

RESOLUTION 2018-23

At a special meeting of the Board of Commissioners of the Princeton Housing Authority (formerly known as the Housing Authority of the Borough of Princeton), held on July 29, 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, in accordance with applicable HUD regulations following the conversion of the PHA properties to the RAD funding program, Board of Commissioners hereby amends and supplements its policies and procedures to incorporate the following "No Smoking" policy:

1. As required by the United States Department of Housing & Urban Development regulations, effective August 1, 2018, smoking is hereby prohibited in all structures, including all dwelling units, common areas, community rooms, offices, storage facilities or within twenty-five (25') feet of an entrance to any structure; and
2. As soon as reasonably possible, "no smoking" signs shall be posted at each development; and
3. Each tenant and employee shall be given the attached written notice of the adoption of this new policy and the prohibition against smoking in any PHA structure, including the dwelling units, which notice shall further advise tenants that a violation of this policy could result in an action for eviction for a violation of lease regulations. All future leases shall have this policy included in the list of rules and regulations incorporated into the terms of the lease.

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 special meeting of the Board of Commissioners held on July 29, 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 29, 2018


Glenn R. Cochran, Acting Secretary

Motion: Sippelle

Second: Logan

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

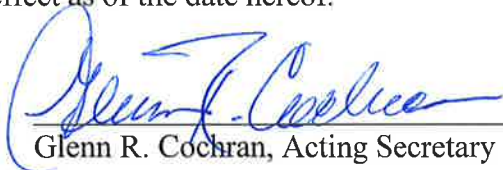
**RESOLUTION OF THE BOARD OF COMMISSIONERS
OF
THE PRINCETON HOUSING AUTHORITY
Resolution 2018-24**

During an executive session at a special meeting of the Board of Commissioners of the Princeton Housing Authority, held on July 29, 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 approves the execution and delivery of an extension the retainer agreement for consulting services between DNF Consulting Group, LLC and the Princeton Housing Authority for the supervision of and assistance in the entry into the Shared Services Agreement with the Housing Authority of the City of Elizabeth, the selection of an interim Executive Director and the conversion to the RAD program which shall be funded in increments of \$5,000.00 , up to a maximum of \$10,000.00 to set forth in a written agreement, and authorizes and directs its Chairperson to execute and deliver the same on behalf of the Princeton Housing Authority.

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 special meeting of the Board of Commissioners held on July 29, 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 29, 2018


Glenn R. Cochran, Acting Secretary

Motion: Newlin
Second: Tuck-Ponder

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

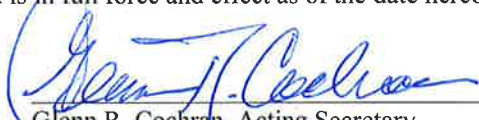
**RESOLUTION OF THE BOARD OF COMMISSIONERS
OF
THE PRINCETON HOUSING AUTHORITY
2018-25**

At a special meeting of the Board of Commissioners of the Princeton Housing Authority, held on July 29, 2018 at the Henry F. Pannell Learning Center, 2 Clay Street, Princeton, New Jersey, beginning at 12:00 p.m., upon motion duly made and seconded, The Board of Commissioners adopted the following Resolution:

BE IT RESOLVED that, pursuant to Resolution 2018-20, and upon the recommendation of the Personnel Committee, the Board of Commissioners hereby approves a one time lump sum merit salary adjustment for Ron Caporelli in the gross amount of \$10,000.00 to account for the additional hours he has worked and the additional responsibilities he has assumed since the termination of the Shared Services Agreement with the Lakewood Housing Authority and the approval of the temporary Shared Services Agreement with the Housing Authority of the City of Elizabeth, said sum to be paid at the next scheduled pay day.

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 special meeting of the Board of Commissioners held on July 29, 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 29, 2018


Glenn R. Cochran, Acting Secretary

Motion Made: Sippelle Seconded: Logan

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

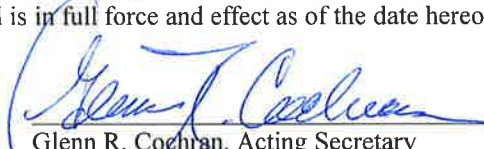
**RESOLUTION OF THE BOARD OF COMMISSIONERS
OF
THE PRINCETON HOUSING AUTHORITY
2018-25**

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BE IT RESOLVED that, pursuant to Resolution 2018-20, and upon the recommendation of the Personnel Committee, the Board of Commissioners hereby approves a one time lump sum merit salary adjustment for Ron Caporelli in the gross amount of \$10,000.00 to account for the additional hours he has worked and the additional responsibilities he has assumed since the termination of the Shared Services Agreement with the Lakewood Housing Authority and the approval of the temporary Shared Services Agreement with the Housing Authority of the City of Elizabeth, said sum to be paid at the next scheduled pay day.

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 special meeting of the Board of Commissioners held on July 29, 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 29, 2018


Glenn R. Cochran, Acting Secretary

Motion Made: Sippelle Seconded: Logan

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

NOTICE OF ADOPTION OF "NO SMOKING" POLICY

TO: All PHA Tenants/Employees
FR: PHA Board of Commissioners

DATE: July 30, 2018
RE: "No Smoking" Policy

PLEASE TAKE NOTICE that, as a result of recently adopted HUD regulations, the Board of Commissioners was required to adopt a "No Smoking" policy for all PHA structures, including dwelling units, to become effective September 1, 2018.

Beginning September 1, 2018, all tenants, residents, employees and/or guests are prohibited from smoking in:

1. Any structure, whether dwelling unit, office, hallway, storage area or maintenance facility; and
2. Within 25 feet of the entrance to any structure.

PLEASE TAKE FURTHER NOTICE that the following regulations and policies regarding the "no smoking" policy will become effective as of September 1, 2018:

- A. The Office Manager and/or acting Executive Director are authorized to establish and designate one or more outdoor "smoking permitted" areas at each PHA site which areas shall be the only places where smoking shall be allowed on PHA property. Tenants are responsible to ensure that their guests comply with the "No Smoking" policy.
- B. All tenants shall be required to sign a lease addendum that incorporates the new "No Smoking" policy into the lease within 30 days of a request by the administrative staff.
- C. Violations of the "No Smoking" policy shall result in the following:

Tenants/Residents:

1. For the first violation, tenants/residents will receive a written warning of the violation;
2. For a subsequent violation, the tenant will be served with a "Notice to Cease" which, if violated, will result in an action for eviction being filed in the Superior Court of New Jersey for a violation of the lease terms.

Employees:

1. For the first violation, employees will receive a written warning of the violation;
2. For a subsequent violation, the employee will be subject to disciplinary action in accordance with Section VII ("Disciplinary Action") of the Personnel Policy, which may include termination of employment for cause.

The Board of Commissioners was required by the Department of Housing and Urban Development to adopt this "No Smoking" policy which applies to all HUD housing across the country. We ask for your cooperation as we implement this new policy.

Tenants wishing to comment upon the "no smoking" policies and regulations, including the placement and designation of "smoking permitted" areas may do so during the "Public Comment" period at the August 21, 2018 regular meeting of the Board of Commissioners beginning at 6:15 p.m. at the Henry F. Pannell Learning Center, 2 Clay Street, Princeton, NJ.