

**PRINCETON HOUSING AUTHORITY
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS
February 17, 2021**

The members of the Board of Commissioners of the Princeton Housing Authority met on February 17, 2021, for a regular meeting. Due solely to the COVID-19 restrictions the meeting was held virtually through Zoom.

The meeting was called to order at 6:15 p.m. by Chairperson Newlin and upon roll call, those present and absent were:

Present: Commissioners Newlin, Sipprelle, Logan, Pannell, Weiss, Tuck-Ponder, Attorney Cochran and Liaison Williamson

Absent :
Staff: Catherine Hart, Christiana Foglio

Guest: Mayor Mark Freda, Michael Floyd, Drew Dyson-CEO PSRC, Kim Dorman- CEC Princeton Public Library, BJJ, Jenna and Wilma Solomon

Opening Statement

A motion to open the meeting was made by Ms. Sipprelle and seconded by Ms. Logan. All were in favor

The following is an accurate statement concerning the providing of notice of this meeting:

Adequate notice to the public of the time, date and place of this regular meeting of the Board of Commissioners of the Princeton Housing Authority to be held on Wednesday, February 17, 2021 at 6:15 p.m. at the Princeton Municipal Building, 400 Witherspoon Street, Princeton, New Jersey was given by:

1. Providing notice of the same to the Municipality of Princeton, 400 Witherspoon Street, Princeton, New Jersey, for posting on the bulletin board reserved for notices of public meetings, at least 48 hours in advance of the meeting; and
2. Providing notice to and causing to be published in the Princeton Packet, official newspaper of the Princeton Housing Authority, notice hereof; and
3. Filing notice hereof with the Clerk of the Municipality of Princeton at 400 Witherspoon Street, Princeton, New Jersey.

This announcement of the Board of Commissioners' compliance with the notice provisions of the Open Public Meetings Act shall be duly entered in the minutes of the meeting.

I. Public Comment

Ms. Dorman advised that the snow removal at Redding Circle following the last storm was unsatisfactory. Messrs. Freda and Floyd shared similar opinions. Chairman Newlin conceded that the snow removal was indeed poor, and that PHA was unexpectedly short staffed during the clean up effort. Nonetheless, the Chairman promised to have the staff in a far greater state of readiness at the next storm to avoid a repeat of the situation.

Ms. Dorman requested permission to place “door hangars” on PHA units so that residents know that the Princeton Library has 20 Chrome Books available to borrow. Ms. Foglio offered to have her team at CSI reach out to Ms. Dorman to see what they could do collaboratively that might not be so labor intensive and might target the message more directly.

II. Approval of Minutes

Upon motion made by Mr. Weiss and seconded by Ms. Logan, the Board unanimously approved the minutes of the regular meeting of the Board held on January 20, 2021, as to be amended to correct the matters discussed in Executive Session.

III. Payment of Bills

Upon motion made by Mr. Weiss and seconded by Ms. Sippelle, the Board unanimously approved the payment of January, 2021 bills.

IV. New Business

Tenant Balances - Ms. Foglio reported that, overall, PHA currently had a 81% collection rate. The Board requested that staff send out HUD compliant letters to delinquent tenants encouraging them to enter into payment agreements for rent arrearages in advance of the eviction stay being lifted.

Vacancies: Ms. Foglio reported that there is currently 1 vacancy at 64 Redding Circle.

VI. Old Business.

Ms. Foglio's Report: Ms. Foglio is getting updated boiler bids for Clay Street. She has secured a \$70,000 Community Block Grant for boiler replacement which is the most pressing need at Clay Street. She recommends examining the Karin Court reserves to see if any money could be freed up for other capital needs.

Ms. Foglio further reported that she has found an attorney willing to negotiate with Valley

National Bank regarding the Karin Court limited partnership and to perform the work *pro bono*.

Princeton Senior Resource Center: Prior to converting to RAD, PHA would receive additional funding for programs from HUD which is no longer available. Non-profit corporations such as PSRC who received donations from PHA in the past must understand that the money is no longer available, and that, going forward, any PHA donation must have a direct benefit and correlation to PHA residents.

Chairman Newlin had asked PSRC head, Drew Dyson to put forth in detail what specific services that PSRC had provided to PHA residents. By this point in the meeting, Mr. Dyson had left and was thus unable to provide his response.

Hart advised that Jewish Family Services would be beginning its “Mobile Market” of food for residents at Redding Circle beginning March 24, 2020. Rather than be given a pre-packaged container of food, residents would be permitted to “shop” for those items of interest to them.

At the March meeting, the Board will be asked to adopt a resolution terminating the current admission policy and adopting the tenant selection policy under RAD and PBRA.

At 7:19 pm, upon motion made by Ms. Sippelle and seconded by Ms. Logan, the Board unanimously voted to close the public portion of the meeting to go into executive session in order to discuss the status of the Maple/Franklin redevelopment negotiations and the items to be covered during the upcoming Board of Commissioners Training Retreat.

At 8:31 pm, upon motion made by Ms. Sippelle and seconded by Ms. Logan, the Board unanimously voted to leave executive session and resume the public portion of the meeting.

There being no further business, upon motion made by Mr. Weiss and seconded by Ms. Sippelle, the Board unanimously voted to adjourn at 8:37 pm.

Respectfully submitted,

Glenn R. Cochran, Acting Secretary

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

RESOLUTION 2021-1

At a regular meeting of the Board of Commissioners of the Princeton Housing Authority, held on Wednesday, February 17, 2021 via Zoom, upon motion duly made and seconded, The Board of Commissioners adopted the following Resolution:

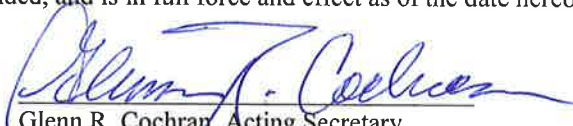
WHEREAS, the Authority published and solicited requests for proposals for the provision of independent audit services for the next fiscal year; and

WHEREAS, the Authority received one proposal from qualified firms, which firm has been providing audit services to the Authority for the past thirty years of years and thus has demonstrated its past professional experience; NOW, THEREFORE

BE IT RESOLVED that Board of Commissioners hereby approves the entry into a contract for the provision of independent audit services for the next fiscal year with the Polcari & Company at an annual fee notto exceed \$10,420 in accordance with the fee schedule submitted with the proposal.

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 February 17, 2021, 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: February 17, 2021


Glenn R. Cochran, Acting Secretary

Motion: Sipprelle

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. Weiss	X			
Ms. Tuck-Ponder				X

**RESOLUTION OF THE BOARD OF COMMISSIONERS
OF
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RESOLUTION 2021-2

At a regular meeting of the Board of Commissioners of the Princeton Housing Authority, held on Wednesday, February 17, 2021 via Zoom, upon motion duly made and seconded, The Board of Commissioners adopted the following Resolution:

WHEREAS, the Authority published and solicited requests for proposals for the provision of legal services for the next fiscal year; and

WHEREAS, the Authority received two proposals from qualified firms, one of which has been providing legal services to the Authority for the past thirty years of years and thus has demonstrated its past professional experience and whose proposal was less than the other firm submitting a proposal; NOW, THEREFORE

BE IT RESOLVED that Board of Commissioners hereby approves the entry into a contract for the provision of legal services for the next fiscal year with the Law Offices of Glenn R. Cochran, LLC at an annual retainer of \$9,000, payable in quarterly installments of \$2,250, plus fees for landlord/tenant actions in accordance with the fee schedule submitted with the proposal.

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 February 17, 2021, 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: February 17, 2021


Glenn R. Cochran, Acting Secretary

Motion: Logan

Second: Newlin

	<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. Weiss	X			
Ms. Tuck-Ponder				X