

PRINCETON HOUSING AUTHORITY  
BOARD OF COMMISSIONER'S MEETING AGENDA  
Regular Meeting, March 17, 2021

Opening of Meeting

Agenda Item I-        Public Comment Period

Agenda Item II-      Approval of Minutes of Regular Meeting - February

Agenda Item III-     Approval of Payment of Bills - February

Agenda Item IV-     New Business

- Tenant Balances  
         Report by Ms. Foglio regarding tenant letter
- Vacancy Report
- Financial Reports

Agenda Item V-      Unfinished Business

- Report from Ms. Folio/CIS
- Report from Committee on Board Retreat
- Discussion of Board Subcommittees for personnel,  
         Resident Services and public relations

Agenda Item VI-     New Business

- Update on Maple/Franklin Redevelopment
  - Award of Landscaping Contract
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## OPENING STATEMENT

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

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 virtually on Wednesday, February 17, 2021 at 6:15 p.m. via Zoom 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 notice 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, the official newspaper of the Princeton Housing Authority, notice hereof; and
3. Filing notice hereof on with the Clerk of the Municipality of Princeton, 400 Witherspoon Street, Princeton, New Jersey; and
4. Solely as a result of the COVID -19 pandemic and the Executive Orders of the Governor of the State of New Jersey, the meeting is being conducted virtually by internet.

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 this meeting.

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

The members of the Board of Commissioners of the Princeton Housing Authority met on March 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, Barbara Johnson, Christiana Foglio

Guests: Michael Floyd, Kim Dorman- CEC Princeton Public Library, Eve Liane Foster, Herb Foster, Earlene Baumunk, Elizabeth Bates

**Opening Statement**

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

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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**

None.

**II. Approval of Minutes**

Upon motion made by Ms. Sipprell and seconded by Ms. Logan, the Board unanimously approved the minutes of the regular meeting of the Board held on February 17, 2021.

**III. Payment of Bills**

Upon motion made by Mr. Weiss and seconded by Ms. Tuck-Ponder, the Board unanimously approved the payment of February, 2021 bills.

**IV. New Business**

**Tenant Balances** - Ms. Foglio reported that, overall, PHA currently had \$109,000 in outstanding rents due. CIS sent 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. Ms. Foglio noted that our tenants are eligible for Princeton HIP.

**Vacancies:** Ms. Foglio reported that there is currently 1 vacancy.

**Financial Statements:** Upon motion made by Ms. Logan and seconded by Ms. Sipprell, the Board unanimously voted to approve the Financial Statements.

**V. 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 releasing \$142,000 from the Redding reserves and repairs account for necessary short term repairs. She will also be requesting a release from the Karin Court reserves and repairs account to fund snow removal and landscaping expenses.

Ms. Hart cautioned that we need to be aware of what capital improvements were promised at the time of conversion to RAD.

Ms. Foglio pointed out that we should be seeking a reimbursement for both the PILOT payment and sewer repair expense PHA expended for Maple/Franklin notwithstanding that we learned that it was owned by the municipality.

Princeton has been providing COVID vaccines to our tenants with the next scheduled

appointments on March 21, 2021.

Ms. Foglio reported that the YMCA is doing things for very young students and has included 9 PHA residents in that program. It is proposing a quarterly collaboration amount similar organizations in town so as to ensure that everyone works with one another.

Finally, Ms. Foglio mentioned the fine work being done by Asha Gurunathan with the Princeton Kindness Food Project.

PHA Board Retreat: Ms. Sippelle has sent out the proposed agenda for the educational Board Retreat to be scheduled in April. Staff will work with Board members to select the best time and date to optimize attendance.

Chairman Newlin noted that we need a new Board member and strongly suggested that it be someone with a finance background to try to fill the experience gap created when Toby Levy left the Board.

Ms. Tuck-Ponder provided a brief report on the Princeton Regional Schools.

Mr. Weiss reported that the Citizen's Task Force for the redevelopment of Maple/Franklin is coming to a close. The Task Force has one more meeting at which it will adopt its report. Thereafter, all parties will be presented with any begin negotiating the terms of a Preliminary Development Agreement.

#### **VI. New Business:**

Maple/Franklin Redevelopment: Mr. Weiss reported that the Citizen's Task Force for the redevelopment of Maple/Franklin is coming to a close. The Task Force has one more meeting at which it will adopt its report. Thereafter, all parties will be presented with any begin negotiating the terms of a Preliminary Development Agreement.

#### Award of Landscape Contract:

Upon motion duly made by Mr. Weiss and seconded by Ms. Logan, the Board awarded the contract for 2021 landscaping services to Greenleaf Landscaping as set forth in the attached Resolution.

There being no further business, upon motion made by Mr. Weiss and seconded by Ms. Tuck-Ponder, the Board unanimously voted to adjourn at 8:30 pm.

Respectfully submitted,

Glenn R. Cochran, Acting Secretary