



## PRINCETON HOUSING AUTHORITY

1 REDDING CIRCLE  
PRINCETON, NEW JERSEY 08540

(609) 924-3448  
FAX: (609) 924-1663

### BOARD OF COMMISSIONERS MEETING AGENDA

Meeting No.: 2022-03-25, Special Board Meeting March 25, 2022, 1:00 PM  
Location: Virtual via zoom: zoom code: <https://us02web.zoom.us/j/88320769070>  
Meeting ID: 883 2076 9070  
Dial in Number: 1-646-558-8656 code 883 2076 9070

- I. Roll Call – Call to order
- II. 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, January 19, 2022 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 because 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.

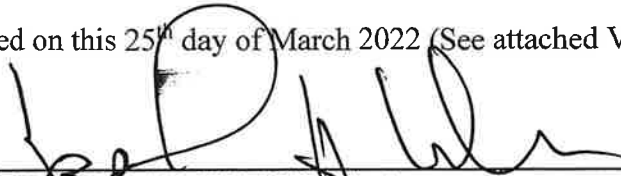
- III. Public Comment
- IV. Approval of Minutes February 16, 2022
- V. Interim Executive Director's Report
  - a. Vacancies
  - b. Financial report
- VI. Operations & Committee reports:
  - a. Tenant balances
  - b. Pannell Ctr/Clay St Committee Report
  - c. Operations/Personnel Committee report
  - d. Finance Committee report
- VII. Resolutions
  - a. Resolution approving payment of bills for January and February
  - b. Resolution for shared service agreement between PHA & Princeton to use CBDG grant for renovations to Pannell Center.
  - c. Resolution approving contract with Giampaolo & Assoc. for Karin Court Audit.
  - d. Resolution approving contract with Polcari & Co. for PHA Audit.
  - e. Resolution prioritizing relocation of residents.
- VIII. Unfinished Business
  - a. RFP for development legal counsel.
  - b. Transition from CIS Management to on site management
  - c. PHA and Princeton Websites status
  - d. PILOT review
  - e. Insurance review
  - f. PHA goals
- IX. New Business
  - a. Formation of Maple/Franklin Redevelopment Committee
- X. Adjournment

Note: The meeting may also include other PHA business matters deemed necessary by the Board of Commissioners

## RESOLUTION 2022 # 1

### Resolution Ratifying, Authorizing and Approving Payment of Bills for the Months of January 2022 and February 2022

Passed on this 25<sup>th</sup> day of March 2022 (See attached Vote Box)

  
 \_\_\_\_\_  
**JOSEPH HOBART WEISS, Chairperson**

  
 \_\_\_\_\_  
**LINDA Sippelle, Vice Chairperson**  
**Acting Recording Secretary**

COMMISSIONERS	MOVES	SECONDS	AYES	NAYS	ABSTAIN	ABSENT
PANNELL			✓			
SIPPRELLE	✓		✓			
LOGAN		✓	✓			
SPITZ			✓			
VELAZQUEZ			✓			
CHAIRPERSON HOBART WEISS			✓			

**RESOLUTION 2022 # 2**

**A Resolution Authorizing and Approving a Shared Service Agreement Between the Princeton Housing Authority and Princeton to use CDBG (or other grant provided funds) from Princeton, to complete renovations, updates and/or repairs to the Henry Pannell Center and/or the PHA property located at 50 Clay Street in an amount not to exceed \$173,000 dollars (see attached resolution).**

**WHEREAS**, the Princeton Housing Authority (including any successors or assigns, the "Housing Authority"), was duly created as an agency and instrumentality of the municipality of the State (the "Local Unit") in which such Housing Authority is located, and has been continued as a housing authority pursuant to and in accordance with the provisions of the Local Redevelopment and Housing Law, constituting Chapter 79 of the Laws of 1992 of the State, and the acts amendatory thereof and supplemental thereto (*N.J.S.A. 40A:12A-1 et seq.*) (the "Local Housing Law");

**WHEREAS**, the Housing Authority is in need of a grant to complete repairs and renovations at the Henry Pannell Center and to complete repairs and renovations at it's building located at 50 Clay Street, Princeton, NJ; and

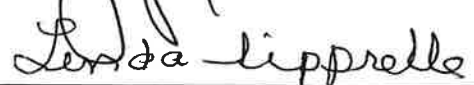
**WHEREAS**, the Housing Authority has discussed executing a shared service agreement with Princeton to allow Princeton to provide CGDB (or other funds) toward those projects; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Princeton Housing Authority does hereby authorize the Executive Director and Housing Authority Attorney to work tother with Princeton on drafting a shared service agreement between the PHA and Princeton.

**BE IT FURTHER REOLVED**, the Board of Commissioners authorizes the Operations/Personnel Committee to review and approve a finalized version of the document and approves the documents executing by the Chairperson.

Passed on this 25<sup>th</sup> day of March 2022 (See attached Vote Box)

  
\_\_\_\_\_  
**JOSPEH HOBART WEISS**, Chairperson

  
\_\_\_\_\_  
**LINDA SIPPRELLE**, Interim Executive Director  
And Secretary to the Board

## RESOLUTION 2022 # 2

**A Resolution Authorizing and Approving a Shared Service Agreement Between the Princeton Housing Authority and Princeton to use CDBG (or other grant provided funds) from Princeton, to complete renovations, updates and/or repairs to the Henry Pannell Center and/or the PHA property located at 50 Clay Street in an amount not to exceed \$173,000 dollars (see attached resolution).**

COMMISSIONERS	MOVES	SECONDS	AYES	NAYS	ABSTAIN	ABSENT
PANNELL			✓			
SIPPRELLE		✓	✓			
LOGAN			✓			
SPITZ	✓		✓			
VELAZQUEZ			✓			
CHAIRPERSON HOBART WEISS			✓			

**RESOLUTION 2022 # 3**

**Resolution Awarding and Approving Contract for Auditing Services for Karin Court Associates LLC with Giampaolo & Associates in and Amount Not to Exceed \$6,000.00 Dollars**

**WHEREAS**, the Princeton Housing Authority (including any successors or assigns, the "Housing Authority"), was duly created as an agency and instrumentality of the municipality of the State (the "Local Unit") in which such Housing Authority is located, and has been continued as a housing authority pursuant to and in accordance with the provisions of the Local Redevelopment and Housing Law, constituting Chapter 79 of the Laws of 1992 of the State, and the acts amendatory thereof and supplemental thereto (*N.J.S.A. 40A:12A-1 et seq.*) (the "Local Housing Law");

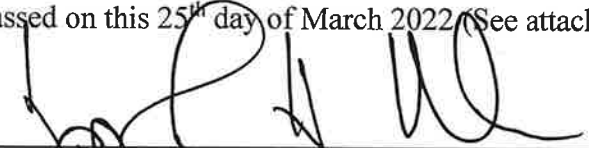
**WHEREAS**, the Housing Authority is in need of a firm to provide audit services in connection with the Karin Court Associates LLC and its operations and programs for a period ending 6/30/21; and

**WHEREAS**, the Executive Director has solicited quotes from three firms and has evaluated those quotes and the abilities of all firms in accordance with the PHA policy. The proposal and the proposed amount most beneficial to the needs of the Housing Authority was provided by GIAMPAOLO & ASSOCIATES and thereof has been recommended by the Executive Director; and

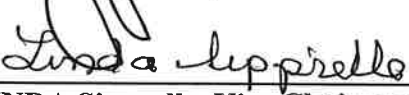
**WHEREAS**, the Housing Authority has the monies available for payments of such Services in it's FYE 6/30/22 Budget;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Princeton Housing Authority does hereby approve and accept the quote for auditing services by GIAMPAOLO & ASSOCIATES, in an annual amount not to exceed \$6,000 dollars.

Passed on this 25<sup>th</sup> day of March 2022 (See attached Vote Box)

  
\_\_\_\_\_

**JOSEPH HOBART WEISS, Chairperson**

  
\_\_\_\_\_

**LINDA Sippelle, Vice Chairperson  
Acting Recording Secretary**

**RESOLUTION 2022 # 3**

**Resolution Awarding and Approving Contract for Auditing Services for Karin Court Associates LLC with Giampaolo & Associates in and Amount Not to Exceed \$6,000.00 Dollars**

COMMISSIONERS	MOVES	SECONDS	AYES	NAYS	ABSTAIN	ABSENT
PANNELL			✓			
SIPPRELLE			✓			
LOGAN	✓		✓			
SPITZ		✓	✓			
VELAZQUEZ			✓			
CHAIRPERSON HOBART WEISS			✓			

## RESOLUTION 2022 # 4

### Resolution Awarding and Approving Contract for Auditing Services with Polcari & Co. in and Amount Not to Exceed \$11,000.00 Dollars

**WHEREAS**, the Princeton Housing Authority (including any successors or assigns, the "Housing Authority"), was duly created as an agency and instrumentality of the municipality of the State (the "Local Unit") in which such Housing Authority is located, and has been continued as a housing authority pursuant to and in accordance with the provisions of the Local Redevelopment and Housing Law, constituting Chapter 79 of the Laws of 1992 of the State, and the acts amendatory thereof and supplemental thereto (*N.J.S.A. 40A:12A-1 et seq.*) (the "Local Housing Law");

**WHEREAS**, the Housing Authority is in need of a firm to provide audit services in connection with the housing authority's operations and programs for a period ending 6/30/21; and

**WHEREAS**, the Executive Director has solicited quotes from three firms and has evaluated those quotes and the abilities of all firms in accordance with the PHA policy. The proposal and the proposed amount most beneficial to the needs of the Housing Authority was provided by POLCARI & CO. and thereof has been recommended by the Executive Director; and

**WHEREAS**, the Housing Authority has the monies available for payments of such Services in it's FYE 6/30/22 Budget;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Princeton Housing Authority does hereby approve and accept the quote for auditing services by POLCARI & CO, in an annual amount not to exceed \$11,000 dollars.

Passed on this 25<sup>th</sup> day of March 2022 (See attached Vote Box)

  
\_\_\_\_\_  
**JOSEPH HOBART WEISS, Chairperson**

  
\_\_\_\_\_  
**LINDA Sippelle, Vice Chairperson**  
**Acting Recording Secretary**

**RESOLUTION 2022 # 4**

**Resolution Awarding and Approving Contract for Auditing Services with Polcari & Co. in  
and Amount Not to Exceed \$11,000.00 Dollars**

COMMISSIONERS	MOVES	SECONDS	AYES	NAYS	ABSTAIN	ABSENT
PANNELL			✓			
SIPPRELLE		✓	✓			
LOGAN	✓		✓			
SPITZ			✓			
VELAZQUEZ			✓			
CHAIRPERSON HOBART WEISS			✓			



## RESOLUTION 2022 # 5

### A Resolution Prioritizing the Relocation of Residents from Maple Terrace and Franklin Terrace for Transfers or Relocation

**WHEREAS**, the Princeton Housing Authority (including any successors or assigns, the "Housing Authority"), was duly created as an agency and instrumentality of the municipality of the State (the "Local Unit") in which such Housing Authority is located, and has been continued as a housing authority pursuant to and in accordance with the provisions of the Local Redevelopment and Housing Law, constituting Chapter 79 of the Laws of 1992 of the State, and the acts amendatory thereof and supplemental thereto (*N.J.S.A. 40A:12A-1 et seq.*) (the "Local Housing Law");

**WHEREAS**, the Housing Authority properties at Maple Terrace and Franklin Terrace in Princeton, NJ have been identified for asset reposition and the tenants living there need to vacate the property in order to move forward with a proposed redevelopment project; and

**WHEREAS**, there are currently 19 occupied units at these properties and all of those units will need to be moved to other Princeton Housing Authority own and managed properties; and

**WHEREAS**, the Housing Authority has determined that it is in the best interest of the agency that these tenants be relocated by moving them other Housing Authority units or to relocation these tenants to other suitable housing; and

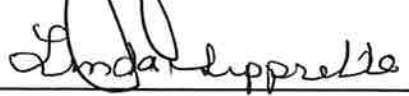
**WHEREAS**, the 19 occupied units at Maple Terrace and Franklin Terrace need to be given priority transfers, so they can be moved to other units within the Housing Authority or be transferred as quickly and efficiently as possible.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Princeton Housing Authority does hereby approve giving priority to all the current tenants at Maple Terrace and Franklin Terrace for transfer within other units owned or managed by the Princeton Housing Authority or to be transferred to other suitable housing.

**BE IT FURTHER RESOLVED**, that the Board of Commissioners directs the Interim Executive Director to give these 19 units high priority transfers to other units at the Princeton Housing Authority or to assist these tenants with relocation to other suitable housing and to provide all assistance to these tenants in accordance with its policies.

Passed on this 25<sup>th</sup> day of March 2022 (See attached Vote Box)

  
\_\_\_\_\_  
**JOSEPH HOBART WEISS, Chairperson**

  
\_\_\_\_\_  
**LINDA Sipprelle, Vice Chairperson**  
**Acting Recording Secretary**

## RESOLUTION 2022 # 5

### A Resolution Prioritizing the Relocation of Residents from Maple Terrace and Franklin Terrace for Transfers or Relocation

COMMISSIONERS	MOVES	SECONDS	AYES	NAYS	ABSTAIN	ABSENT
PANNELL			✓			
SIPPRELLE			✓			
LOGAN	✓		✓			
SPITZ		✓	✓			
VELAZQUEZ			✓			
CHAIRPERSON HOBART WEISS			✓			