



PRINCETON HOUSING AUTHORITY

1 REDDING CIRCLE
PRINCETON, NEW JERSEY 08540

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BOARD OF COMMISSIONERS MEETING AGENDA

Meeting September 21, 2022, 6:15 PM

Join Zoom Meeting <https://us02web.zoom.us/j/84547037405>

Dial-In Number: 312 626 6799 Webinar ID: 84547037405

- 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, September 21, 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 August 17, 2022
- V. Interim Executive Director's Report
 - a. Update on Properties and Review of Financial Report
- VI. Operations & Committee Reports:
 - a. Operations and Personnel Committee Report
 - b. Pannell Ctr/Clay St Committee Report
 - c. Social Service Committee
 - d. Update on Case Management Work
 - e. Redevelopment Committee Report
- VII. Resolutions
 - a. Resolution ratifying and approving payment of bills for August, 2022
 - b. Resolution approving a revision to the Admissions and Continued Occupancy Policy (ACOP) for the Princeton Housing Authority
 - c. Resolution approving Agreement between The Municipality of Princeton and the Princeton Housing Authority for the Rehabilitation of Redding Circle Community Room
- VIII. Unfinished Business
 - a. Updates on projects and other operations
- IX. New Business
- X. Closed Session
- XI. Adjournment

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

Minutes from the Princeton Housing Authority (PHA) Board of Commissioners regular meeting on September 21, 2022

Location: Due to Covid Restrictions virtual, via zoom

Chairman Weiss called the meeting to order.

1. Chairman Weiss read the open public meetings statement.
2. Chairman Weiss took roll call for attendance.

Attendance:

Chairperson Weiss - present
Commissioner Sipprelle – present
Commissioner Pannell - present
Commissioner Logan – present
Commissioner Spitz – present
Commissioner Velazquez – present
Council Liaison Newlin – present
Legal Counsel Casey – present
Executive Director Clarke - present

3. Public Comment:

Chairman Weiss welcomed members of the community Charlie Kratovil, Kim Dorman and Michael Floyd and asked for comments. Ms. Dorman said she was pleased to have attended the Clay Street Block Party on August 27, and added that Princeton Public Library was pleased to have been able to support the very successful event. Mr. Kratovil said he was the editor of an online newspaper “New Brunswick Today.” He said he had become aware that Mr. Clarke, the interim Executive Director (ED) of the PHA, had added the ED position in Atlantic City to those in Princeton, New Brunswick and Franklin making him the ED of 4 Housing Authorities. He requested information about Mr. Clarke’s contract with the PHA. Attorney Casey suggested Mr. Kratovil contact him.

4. Approval of Minutes of August 17, 2022 Meeting.

Ms. Sipprelle made a motion to approve the Minutes and was seconded by Ms. Logan. Roll call was taken and all approved.

5. Mr. Clarke, Executive Director’s Report.

Mr. Clarke said that he had blocked out the names of tenants in the current financial report listing rents received. He added that bids for snow removal would be going out soon, probably by October and added that snow removal had become increasingly expensive. Mr. Clarke added that the PHA would do snow removal at Redding Senior but that all other properties would be plowed by a contract company. He continued that 2 new maintenance vehicles were needed. Mr. Clarke said that interviews for another maintenance employee were currently taking place and that several good candidates had applied. Mr. Clarke continued that a new employee, Mr. Tyler Lee, had recently been hired. Mr. Clarke said the PHA’s finances were in good shape. Ms. Logan asked whether snow removal would be done by the municipality at bus stops and Councilman Newman replied that he would address this issue with the municipality. Mr. Pannell commented that bus stops should be covered by the municipality. Mr. Clarke thanked Ms. Spitz for her work with the food pantry. Chair Weiss asked about the status of recertification and Mr. Clarke responded that it should be completed by October 19.

6. Operations and Personnel Committee Report: Ms. Spitz said that some residents didn’t understand the changes in the maintenance charges and a more detailed explanation was needed. Mr. Clarke said one

issue of concern was that egress had been blocked in some apartments and smoke detectors had been removed. Mr. Clarke said that perhaps Mr. Wright could call residents to explain the new policy.

7. Pannell Center/Clay Street Report:

Ms. Spitz reported that the contract for the upgrade at the Redding Circle Community Room was a Resolution on the Agenda for today's PHA meeting. Attorney Casey said the municipality had also approved the contract.

8. Social Service Committee Report:

Ms. Sipprelle said that she and Ms. Logan had called on a resident of Redding Circle, who is 96 years old, and who had been recommended by the Princeton Senior Resource Center because she was not receiving her food stamps, which she ultimately received. The resident was very happy with the support she received from maintenance as they arrived for repairs either the same day or the next. Ms. Sipprelle added that the resident was born in Mesopotamia and her native tongue was Arabic. Ms. Sipprelle added that the Clay Street Block Party was a huge success and that it had been a pleasure to chat with some of the residents. She added that residents were upset are those who were not paying their rents which they thought was unfair and also still wanted to use the Pannell Center for neighborhood meetings and issue that had been bringing up for several years and should be resolved soonest. Ms. Spitz said there was not a secure door in the lobby of the Pannell Center. Ms. Logan suggested the Center could be used as a cooling center in hot weather. Ms. Sipprelle continued that she had been contacted by Pastor Gregory Smith who grew up in the John/Witherspoon (JW) community and was mentored by Mr. Pannell who asked her to join him and other members of the JW community in a new initiative to teach photography to high school students living in the JW neighborhood. The program would honor Romus Broadway and would be initiated next summer to include approximately 15 students. The instructor would be a photographer from the JW community and the goal would be to provide a digital camera to each student at the completion of the course. Ms. Sipprelle added that she had recently had a cordial meeting with Dr. Carol Kelley, the Superintendent of Schools, and had asked Dr. Kelley what provisions were being made for students who lived in PHA properties and had lost ground academically due to remote learning caused by the recent pandemic. Dr. Kelley said that this issue would be addressed by teachers in the classroom and added that if the PHA knew of students who required assistance to let her know. Ms. Sipprelle added that since the meeting she had received 2 emails from Princeton school staff members. Dr. Kelley is hoping to attend the PHA meeting in October.

9. Redevelopment Committee Report was deferred to closed session.

10. Resolutions:

a. Resolution (2022 #29) for the Ratifying and Approval of the Payment of Bills for August 2022.

Ms. Logan made a motion to approve and was seconded by Mr. Velazquez,

Roll call was taken and all agreed.

b. Resolution (2022 #30) Approving a revision to the Admissions and Continued Occupancy Policy (ACOP) for the Princeton Housing Authority. Ms. Spitz suggested the resolution was amended to say "existing residents who qualify for affordable housing." Ms. Sipprelle made a motion to approve to resolution as amended and was seconded by Ms. Logan. Roll call was taken and all approved.

c. Resolutions (2022 #31) approving Agreement between The Municipality of Princeton and the Princeton Housing Authority for the Rehabilitation of the Redding Circle Community Room. A motion to approve was made by Ms. Spitz and was seconded by Mr. Velazquez. Roll call was taken and all approved.

Chair Weiss asked if there was any Unfinished or New Business to discuss. Ms. Logan reported that she was meeting on October 12, with Ms. Tammy Sands of the Princeton Environmental Commission to discuss the improvement of an area surrounded by a chain link fence near the entrance to Redding Circle. Chair Weiss asked if there were any additional issues to discuss and since there weren't any, he thanked the public for their attendance and the meeting went into closed session. Ms. Sipprelle made a motion to go into closed session and was seconded by Ms. Logan. Roll call was taken and all approved. After leaving the closed session Ms. Spitz made a motion to go back into open session and was seconded by Ms. Logan. Roll call was

taken and all agreed. Ms. Spitz made a motion to made a motion to adjourn the meeting and was seconded by Ms. Logan. Roll call was taken and all agreed.
The meeting was adjourned at 8:38 PM.
Respectfully Submitted, Linda Sippelle, Secretary

RESOLUTION 2022 # 29

Resolution Ratifying, Authorizing and Approving Payment of Bills for the Month of August 2022

Passed on this 21st day of September 2022 (See attached Vote Box)

[REDACTED]
JOSEPH HOBART WEISS, Chairperson

[REDACTED]
LINDA SIPPRELLE, Vice Chairperson
Acting Recording Secretary

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

RESOLUTION 2022 # 30

Resolution approving a revision to the Admissions and Continued Occupancy Policy (ACOP) for the Princeton Housing Authority

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

RESOLUTION 2022 # 30

Resolution approving a revision to the Admissions and Continued Occupancy Policy (ACOP) for the Princeton Housing Authority

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 seeks to provide emergency relocation assistance to existing qualified residents of the Princeton Housing Authority to allow them to move between developments in certain circumstances; and

WHEREAS, the Housing Authority wishes to revise the Admissions and Continued Occupancy Policy (ACOP) to allow for emergency relocations of existing tenants.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Princeton Housing Authority does hereby approve and authorize the revision of the Admissions and Continued Occupancy Policy (ACOP) to allow emergency relocation of existing residents to be able to move between developments in certain circumstances.

BE IT FURTHER RESOLVED, that the Board of Commissioners directs the Interim Executive Director to work with the Attorney to draft language to for this revision and to implement this revision within the next 30 days.

Passed on this 21st day of September 2022 (See attached Vote Box)


JOSEPH HOBART WEISS, Chairperson


LINDA SIPPRELLE, Vice Chairperson
Acting Recording Secretary

RESOLUTION 2022 # 31

Resolution approving Agreement between The Municipality of Princeton and the Princeton Housing Authority for the Rehabilitation of Redding Circle Community Room

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

RESOLUTION 2022 # 31

Resolution approving Agreement between The Municipality of Princeton and the Princeton Housing Authority for the Rehabilitation of Redding Circle Community Room

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 wishes to make improvements to the Redding Circle Community Room; and

WHEREAS, the Housing Authority has drafted the attached Agreement Between The Municipality of Princeton and the Princeton Housing Authority to use CDBG funds to complete these needed improvements.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Princeton Housing Authority does hereby approve the attached Agreement Between The Municipality of Princeton and the Princeton Housing Authority.

BE IT FURTHER RESOLVED, that the Board of Commissioners

Passed on this 21st day of September 2022 (See attached Vote Box)



JOSEPH HOBART WEISS, Chairperson



LINDA SIPPRELLE, Vice Chairperson
Acting Recording Secretary