

Minutes of the Princeton Housing Authority

Regular Meeting November 16, 2022 at 6:15 PM via Zoom

I. **Notice of Meeting:** read by Chairperson Spitz.

II. Roll Call

- a. **Commissioners Present:** Chairperson Spitz, Vice Chairperson Velazquez, Commissioner Pannell, Commissioner Logan, Commissioner Weiss, Commissioner Sipprelle and Commissioner Becker. A quorum was established by the Secretary.
- b. **Others in attendance:** PHA Attorney Robert F. Casey, Interim Executive Director John Clarke, Council Liaison Newlin.
- c. **Excused:** None.
- d. **Members of public in attendance:** Pamela Wells.

III. Public Meeting.

- a. Public Comment. Pamela Wells of 8 Maple Terrace complimented the new PHA staff and work done to her unit.
- b. Approval of Minutes. A motion to approve the minutes of the October 19, 2022 was made by Chairperson Spitz. The motion was seconded and passed unanimously.
- a. Chairperson Spitz introduced and welcomed Dr. Samuel Becker as a new Commissioner.
- b. Interim Director Report. Two RFPs for snow removal and architectural and engineering were presented. Otis Johnson was hired to the maintenance staff. Updated Commissioners on other repairs and the issue with the laundromat/drain.
- c. Chairperson Spitz established the four (4) Board Committees: finance / legal; marketing / community relations; personnel / operations; and, special projects.
- d. Chairperson Spitz presented revised bylaws for a first reading pursuant to the current Bylaws. Chairperson Spitz made a motion to approve the first reading of the bylaws. The motion was seconded and passed unanimously.
- e. Chairperson Spitz presented the concept and procedure of a consent agenda to handle approval of resolutions.
- f. Chairperson Spitz made a motion to approve the procedure of a Consent Agenda at meetings. The motion was seconded and passed unanimously.
- g. Chairperson Spitz made a motion to go into closed session regarding Maple Franklin property. The motion was seconded and passed unanimously.
- h. Chairperson Spitz made a motion to end the closed session and to resume the public session. The motion was seconded and passed unanimously.
- i. Commissioner Velasquez made a motion to accept the Curini Appraisal Company appraisal of Authority-owned property on Franklin Street (Block 21.04 Lot 2). The motion was seconded and passed by a vote of 4 to 2. The nays were Commissioners Sipprelle and Weiss.
- j. Chairperson Spitz made a motion for the issuance of a redevelopment counsel RFP. The motion was seconded and passed unanimously.

- k. Chairperson Spitz made a motion for the issuance of a RFQ for a “global” redevelopment partner. The motion was seconded and passed unanimously.
- l. Chairperson Spitz made a motion for the acceptance of +/- \$284,000.00 in CBDG funds for the Pannell Center. The motion was seconded and passed unanimously.
- m. Commissioner Velasquez made a motion for the establishment of a community service budget from excess reserves in an amount not to exceed \$500,000.00 from which certain projects can be funded with Board approval. The motion was seconded and passed. Commissioner Weiss abstained from the vote.

IV. Resolutions.

- a. Consent Agenda. Chairperson Spitz made a motion for approval of the Consent Agenda (resolutions 2022-40 - bill payment; 2022-41 audit; 2022-42 snow/ice contract; and, 2022-43 A&E contract). The motion was seconded and passed unanimously.

V.Unfinished Business

None.

VI.New Business

None.

VII. Adjournment

A motion was made by Commissioner Logan to adjourn the meeting. The motion was seconded and passed unanimously, and the meeting ended at approximately 8:20 pm.

RESOLUTION 2022 # 40

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

Passed on this 16th day of November 2022 (See attached Vote Box)


FELECIA SPITZ, Chairperson


DENNY VELAZQUEZ, Vice Chairperson
Acting Recording Secretary

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

RESOLUTION 2022 # 41

Resolution Adopting and Accepting the Princeton Housing Authority Audit for the Period Ending 6/30/21

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 solicited the firm of Giampaolo & Associates to complete the annual audit for the FYE 6/30/21.

WHEREAS, the audit was completed and distributed to all Board members within the October Board of Commissioners Package; and

WHEREAS, the audit has NO FINDINGS.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Princeton Housing Authority does hereby adopts and accepts the Princeton Housing Authority Audit for the Period Ending 6/30/21.

Passed on this 16th day of November, 2022 (See attached Vote Box)



FELICIA SPITZ, Chairperson



DENNY VELAZQUEZ, Vice Chairperson
Acting Recording Secretary

RESOLUTION 2022 # 41

Resolution Adopting and Accepting the Princeton Housing Authority Audit for the Period Ending 6/30/21

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

RESOLUTION 2022 # 42

Resolution Awarding Contract for Snow and Ice Removal for the Princeton Housing Authority with Coombs Fencing LLC DBA Reliable Industries

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 publicly advertised and solicited proposals for snow and ice removal for its properties; and

WHEREAS, the proposals were submitted and scores and the proposal from COOMBS FENCING LLC DBA RELIABLE INDUSTRIES was the lowest responsive proposal; and

WHEREAS, the Housing Authority has the monies available for payments of such Services in the FYE 6/30/23 Budget;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Princeton Housing Authority does hereby award and approve the contract with COOMBS FENCING LLC DBA RELIABLE INDUSTRIES to complete snow and ice removal services.

Passed on this 16th day of November, 2022 (See attached Vote Box)



FELICIA SPITZ, Chairperson



DENNY VELAZQUEZ, Vice Chairperson
Acting Recording Secretary

RESOLUTION 2022 # 42

Resolution Awarding Contract for Snow and Ice Removal for the Princeton Housing Authority with Coombs Fencing LLC DBA Reliable Industries

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

RESOLUTION 2022 # 43

Resolution Awarding Contract for Architectural & Engineering Services for the Princeton Housing Authority with Joseph F. McKernan Jr. Architects and Associates

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 or an A&E form to complete assigned tasks associated with architectural and engineering matters; and

WHEREAS, the Housing Authority publicly advertised and solicited proposals for A&E services; and

WHEREAS, the proposal were submitted and scores and the proposal from JOSEPH F. MCKERNAN ARCHITECTS AND ASSOCIATES was the lowest responsive proposal; and

WHEREAS, the Housing Authority has the monies available for payments of such Services in the FYE 6/30/23 Budget;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Princeton Housing Authority does hereby award and approve the contract from JOSEPH F. MCKERNAN ARCHITECTS AND ASSOCIATES to complete architectural & engineering services for the Princeton Housing Authority in an amount not to exceed \$80,000 dollars.

Passed on this 16th day of November, 2022 (See attached Vote Box)



FELICIA SPITZ, Chairperson



DENNY VELAZQUEZ, Vice Chairperson
Acting Recording Secretary

RESOLUTION 2022 # 43

Resolution Awarding Contract for Architectural & Engineering Services for the Princeton Housing Authority with Joseph F. McKernan Jr. Architects and Associates

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