



PRINCETON HOUSING AUTHORITY

1 REDDING CIRCLE
PRINCETON, NEW JERSEY 08540

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

BOARD OF COMMISSIONERS MEETING AGENDA

Meeting No.: 20230118 January 18, 2023, 6:15 PM

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

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

- I. **Notice of Meeting:** Notice of this meeting was provided in accordance with the requirements of the Open Public Meetings Act and State regulations governing remote public meetings, including the time, date and location of the meeting and clear and concise instructions to the public for accessing the meeting and making comments. In addition, the agenda was posted electronically and made available to the public on Princeton's meeting portal in advance of the meeting.
- II. **Roll Call – Call to order**
- III. **Public Comment**
- IV. **Annual Reorganization**
 - a. **Election**
 - i. **Chair**
 - ii. **1st Chair**
 - iii. **2nd Chair**
 - b. **Ethics Pledge**
 - c. **Welcome to Commissioners Gillette and Piné**
- V. **Approval of Minutes**
 - a. **November Minutes**
 - b. **December Minutes**
- VI. **Interim Executive Director's Report**
 - a. **Update on Properties, Programs and Operations**
 - b. **Financial Report**
- VII. **Committee Reports**
 - a. **Finance & Legal - Bylaws & Ethics Pledge (re-reading of Lease with Pet Policy & Application, House Rules, and One Strike policies for February)**
 - b. **Marketing & Community Relations - PSRC update**
 - c. **Personnel & Operations**
 - d. **Special Projects - Detention Basin, Bid packages for Redding & Pannell**
- VIII. **Resolutions**
- IX. **Consent Agenda**
 - a. **Resolution ratifying and approving payment of bills January, 2023**
 - b. **Resolution approving General Board Counsel (Lenox, Socey, Formidoni, Giordano, Lang, Carrigg & Casey, LLC)**
- X. **Unfinished Business**
- XI. **New Business**
- XII. **Adjournment**

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



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Minutes of the Princeton Housing Authority

- I. **Notice of Meeting:** Read by Chairperson Spitz.
- II. **Roll Call**
 - a. **Commissioners Present:** Felicia Spitz, Roger Pine, Linda Sipprelle, Patricia Gillette, and Denny Velazquez.
 - b. **Others in Attendance:** PHA Attorney Casey P. Acker, Interim Executive Director John Clarke and Council Liaison Leighton Newlin.
- III. **Public Comment**
 - a. Unanimous approval of November and December minutes.
- IV. **Annual Reorganization**
 - a. **Election**
 - i. **Chair:** Velazquez nominates Spitz. Seconded by Pine. Pine, Gillette, Velazquez, and Spitz in favor. Sipprelle abstains.
 - ii. **1st Chair:** Spitz nominates Velazquez. Seconded by Gillette. Gillette, Pine, Sipprelle, Velazquez, and Spitz in favor.
 - iii. **2nd Chair:** Spitz nominates Samuel Becker. Seconded by Sipprelle. Gillette, Pine, Sipprelle, Velazquez, and Spitz in favor.
 - b. **Ethics Pledge:** Spitz presents ethics pledge document.
 - c. **Welcome to Commissioners Gillette and Piné:** Welcome by Councilman Leighton Newlin followed by Denny Velazquez.
- V. **Approval of Minutes**
 - a. **November Minutes:** Unanimously approved.
 - b. **December Minutes:** Unanimously approved.
- VI. **Interim Executive Director's Report**
 - a. **Update on Properties, Programs and Operations:** John Clarke discusses snow readiness. An additional 80 work orders are anticipated. The contract for HUD-required property inspections is out and John Clarke explains the inspections for new members. The RFP for general counsel is up and two responses have been received. The redevelopment counsel proposal received one response and is going back out to bid. John Clarke discusses number of vacancies. Spitz explains board packet for new members and use of consent agenda for meetings.
 - b. **Financial Report:** John Clarke discusses HUD required audit, which starts tomorrow. John Clarke explains the HUD required audit for new members.
- VII. **Committee Reports**
 - a. **Finance & Legal - Bylaws & Ethics Pledge (re-reading of Lease with Pet Policy & Application, House Rules, and One Strike policies for February):** Rereading of lease to give new board members opportunity to review prior to voting on the lease.
 - b. **Marketing & Community Relations - PSRC update**
 - c. **Personnel & Operations:** Updates by Spitz regarding retirement of social worker.
 - d. **Special Projects - Detention Basin, Bid packages for Redding & Pannell:** Discussion on Detention Basin project. More information for Redding Circle is forthcoming. The bid packages for Redding Circle and the

preschool will be out Friday.

VIII. Resolutions

IX. Consent Agenda: Motion by Spitz for approval of consent agenda (items “a.” and “b” below). Seconded by Velazquez. Gillette, Pine, Sipprelle, Velazquez, and Spitz in favor of approval.

a. Resolution ratifying and approving payment of bills January, 2023

b. Resolution approving a contract for General Legal Services for the Princeton Housing Authority with Lenox, Socey, Formidoni, Giordano, Lang, Carrigg & Casey, LLC in an amount not to exceed \$32,500 dollars

i. Suggestion by Sipprelle that PHA attorney report on activity. Spitz clarifies updates included in information from John Clarke.

X. Unfinished Business: None.

XI. New Business: None.

Closed Session: Motion to move into closed session by Spitz. Seconded by Sipprelle. Passed unanimously. Motion to move back into open session by Spitz. Seconded by Velazquez. Passed unanimously.

XII. Adjournment: Motion to adjourn by Spitz. Seconded by Velazquez. Passed unanimously. Meeting ended at approximately 7:30.