

**PRINCETON HOUSING AUTHORITY
MINUTES OF THE MONTHLY MEETING
June 20, 2017**

The members of the Board of Commissioners, Princeton Housing Authority, met in regular session at the Henry F. Pannell Learning Center, 2 Clay Street, Princeton, NJ.

The meeting was called to order by Chair Newlin and upon roll call, those present and absent were:

Present: Commissioners Newlin, Logan, Sippelle, McGowen, Levy, Attorney Cochran and LHA AED Parsons.

Absent: Commissioners Pannell and Brooks and Liaison Liverman

Guests: None

Opening Statement

A motion to open the meeting was made by Ms. Sippelle and seconded by Mr. McGowen. All were in favor.

The following is an accurate statement concerning the providing of notice of this meeting.

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 on Tuesday, June 20, 2017 at 6:00 p.m. at the Henry F. Pannell Learning Center, 2 Clay Street, Princeton, New Jersey 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 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, the 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 this meeting.

I. Public Comment Period

Dosier Hammond stated even though an agreement is not signed, regarding the towns COAH obligation, he is hopeful that more affordable housing and Princeton preference affordable housing will be produced.

Elizabeth Bidwell-Bates informed the board that the hospital is allowing Redding Circle residents to be part of the transportation plan to the hospital. Mr. Parsons will obtain the information and pass it along to the residents. Ms. Bidwell-Bates suggested reaching out to Jeff Grosser at the municipality to obtain the information.

II. Approval of Minutes

A motion to approve the minutes of the May 16, 2017 regular meeting was made by Ms. Logan and seconded by Ms. Sipprelle. All were in favor.

A motion to approve the minutes of the May 17, 2017 special meeting was made by Mr. Levy and seconded by Mr. McGowen. All were in favor.

III. Approval of Payment of Bills

Copies of the May 2017 check registers were provided to all commissioners. After discussion, a motion to approve the payment of bills was made by Mr. Levy and seconded by Ms. Sipprelle. All were in favor.

IV. New Business/Reports

Tenant Balances

A copy of the tenant balance report was provided to all commissioners. The outstanding balances at the end of May 2017, for active tenants, were \$15,903.21. The report also indicates that \$10,435.31 is due from vacated tenants. The total amount due from current and vacated tenants, including back rent charges and fraud recovery charges, is \$37,496.52. The Aged Accounts Receivable schedule indicates that of the \$15,903.21 due from current residents, \$10,629.21 (67%) is in the range of 0-30 days delinquent. Additionally, the report indicates the total Tenant Accounts Receivable balance equals 1.66% of the annual tenant charges where the HUD guideline is 1.5% or less.

Vacancy Report

The vacancy report, effective June 14, 2017, was provided to all commissioners. The report indicates that there are three vacant apartments, one apartment has been leased since the last board meeting and there is one known upcoming vacancy.

Monthly Financial Statements

Financial Statements for the 9 months ending April 30, 2017 were provided to the commissioners. The financial statements indicate a \$55,475 surplus through April. Through 83% of the budget year, the PHA has expended 83% of the budget. The Maple/Franklin financial statements indicate a \$20,202 surplus through April. Balance sheets were also provided for both the Public Housing Program and Maple/Franklin.

HUD 50058 Delinquency Report

Mr. Parsons provided all commissioners with a copy of the HUD 50058 Delinquency Report as of May 31, 2017, which indicates the Princeton Housing Authority's reporting rate is 100%.

RAD Conversion Update

Commissioners were provided with a copy of the waiver request that was submitted to HUD. The PHA is waiting for HUD to issue the RCC (RAD Conversion Commitment) along with a response to the waiver request and local preference request

Clay Street Clean Up Day

Mr. Parsons reported that he along with Commissioner Logan and Maintenance Supervisor Jim Kelly participated in the Clay Street Clean-Up Day/flower planting. 3 residents signed up for disposing of large items and 12 residents signed up for flower planting. Despite the rain the day appears to have been a success even though some of the flowers have not survived due to being trampled by children.

Karin Court Resident Meeting

A copy of the notice sent to Karin Court residents was provided to commissioners. The meeting is scheduled for June 21st, 6pm, at the Pannell Learning Center.

HUD Correspondence

Commissioners were provided with copies of emails from HUD regarding HUD's policy on Housing Authorities cooperating with ICE officials if/when they show up looking for tenants.

Adoption of FYE 6/30/18 Budget (2017-5)

A motion to adopt the budget, which was approved at the April board meeting, was made by Mr. McGowen and seconded by Ms. Sippelle. All were in favor.

PSRC MOU Renewal (2017-6)

A motion to approve renewal of the MOU was made by Mr. McGowen and seconded by Mr. Levy. All were in favor.

Report from Redevelopment Sub-Committee (M/F & KC)

Mr. McGowen reported that the LIHTC's are not worth as much as they used to be which may affect the PHA's relationship with PCH. Mr. McGowen also provided a history of COAH, its litigation and that COAH has not been doing anything over many years. Everyone is waiting on the result of the current litigation for the affordable housing requirement (number of units) and the plan to get to that number. At this time it is unknown how it will all turn out. There was also mention that Princeton Future would like to see Karin Court expanded if possible.

Mr. Levy reported that PCH may be going forward with its LIHTC request to expand Princeton Community Village. However, due to certain circumstances, they may try to proceed with a different form of financing. Mr. Levy also reported that Mr. Parsons has been in touch with Valley National Bank regarding Karin Court. Valley National Bank is interested in talking about partnership exit plans after tax reform occurs. Mr. Levy would prefer to start talks now based on various "what if" situations. Mr. Levy and Mr. Parsons will meet with VNB.

V. Unfinished Business

The status of the renovations to the Mary Moss Playground was questioned. Mr. Parsons will follow up with the town tomorrow.

Mr. McGowen stated that he met with the new Affordable Housing Manager, Maureen Fullaway, regarding complaints of mice and bed bugs in an apartment on Clay Street. Mr. Parsons will follow up with Ms. Fullaway.

A motion to adjourn the meeting was made by Mr. McGowen and seconded by Ms. Sippelle. All were in favor.

Respectfully submitted,

Scott E. Parsons