

**PRINCETON HOUSING AUTHORITY
MINUTES OF THE MONTHLY MEETING
March 27, 2018**

The members of the Board of Commissioners of the 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 at 6:15 p.m. by Chairperson Newlin and upon roll call, those present and absent were:

Present: Commissioners Newlin, Sipprelle, Logan, McGowan, Tuck-Ponder and Weiss,
Attorney Cochran; Liaison Liverman
Absent: Commissioner Pannell
Guest: Diane Johnson, former Director of HUD- Newark, NJ

Opening Statement

A motion to open the meeting was made by Mr. McGowan and seconded by Ms. Sipprelle. 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, March 27, 2018 at 6:15 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, 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.

Due to the storm related postponement of the regular meeting to be held on Tuesday, March 20, 2018, notice was prominently posted on March 20, 2018, prior to 6:15 p.m., at the Henry F. Pannell Learning Center, 2 Clay Street, Princeton, New Jersey of the rescheduled date of this meeting, to wit: Tuesday, March 27, 2018.

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 the meeting.

I. Public Comment Period

Ms. Patty Yates inquired about the status of the Authority's assistance to the tenant advisory board with regard to opening a bank account and becoming a member of the national association. Mr. Cochran reported that due to Mr. Parsons absence over the past several weeks, the matters have yet to be addressed, but that he expected efforts to resume within the next week.

Ms. Kate Warren addressed the Board about her concerns regarding the Executive Director.

Ms. Kim Dorman addressed the Board regarding the Princeton Public Library's outreach program.

Ms. Bates expressed her concerns about various social services available to tenants (*e.g.*, free transportation to and from the hospital) were not adequately advertised or notice of the same adequately disseminated to the residents of the Housing Authority.

Chairperson Newlin addressed all assembled regarding the withdrawal of Mr. Parsons as a "service provider" under the terms of the Shared Services Agreement, introduced invited guest Ms. Diane Johnson, the former Director of HUD-Newark, thanked the public for their comments regarding the Shared Services Agreement and future options for an Executive Director and informed the public that the Board would be meeting in executive session with Ms. Johnson, immediately following the public portion of the meeting, to fully discuss both a short and long term plan to address the situation.

II. Approval of Minutes.

A motion to approve the minutes of the February 20, 2018 regular meeting was made by Ms. Sippelle and seconded by Ms. Logan. All were in favor.

III. Approval of Payment of Bills.

Copies of the February, 2018 check registers were provided to all Commissioners. A motion to approve the payment of the bills was made by Ms. Tuck-Ponder and seconded by Ms. Sippelle. All were in favor.

IV. New Business reports

Tenant Balances:

Due to a clerical error, the tenant balance report which was electronically transmitted, was not available in printed form for review at the meeting. Attorney Cochran reported that there were six "nonpayment of rent" cases through February that were scheduled for court and that tenant balances were slightly less in February 2018 than in February 2017.

Vacancy Report:

Due to Mr. Parsons' absence, the current vacancy report was unavailable. Attorney Cochran reported that, based upon his conversation with Housing Operations Manager TiNesha Hemphill, as of last week, there were four (4) vacancies, one of which was scheduled to be tenanted this week and one of which just became vacant.

Financial Statements:

Current financial statements were provided and reviewed by the Board.

HUD 50058 Delinquency Report:

All Commissioners were provided with a copy of the current HUD 50058 Delinquency Report which indicated that the Princeton Housing Authority's reporting rating was 100%.

RAD Conversion Update:

Attorney Cochran reported that, based upon his discussions with RAD consultant, Richard Ginnetti, that HUD has confirmed that the Princeton Housing Authority is ready to proceed to a RAD closing for Karin Court. He further reported that, based upon Mr. Ginnetti's recommendation, the Authority should request and HUD should grant a brief extension to permit the Authority to finalize all necessary details for the funding conversion. Mr. Cochran finally advised that the Board would, in the absence of Mr. Parsons, seek the guidance of Ms. Johnson with respect to the RAD conversion during its executive session meeting.

Report from Redevelopment Sub-Committee

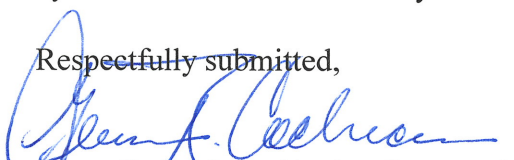
Mr. McGowan advised that there was nothing to report from the Sub-Committee at this time.

V. Unfinished Business:

Ms. Tuck-Ponder related that she had received secondhand information regarding a lack of adequate heat at Redding Circle and reports of an infestation of mice in an apartment which the tenants did not report to management due to an alleged fear of "retaliation". Ms. Yates related that certain buildings on Clay Street experienced an insect invasion this winter. Chairperson Newlin noted that the Authority retains Western Pest for extermination and pest control services and that the Board regularly approves invoices for such services. Ms. Yates related that a Western Pest representative told her that he could not identify the insect in question on Clay Street and thus did not know how to treat it. The Board agreed to make inquiry of the maintenance staff and report back its findings.

There being no further regular business, a motion to adjourn the meeting was made at 7:25 p.m. by Mr. Weiss and seconded by Mr. McGowan. All were in favor.

Respectfully submitted,


Glenn R. Cochran (Acting Secretary)