

**The Housing Authority of the Borough of Glassboro**  
Meeting Minutes  
April 21, 2014

**Opening:**

The Board of Commissioners of the Housing Authority of the Borough of Glassboro, County of Gloucester and State of New Jersey met in regular session on Monday, April 21, 2014. At approximately, 7:00 pm, Chairperson Ryan called the meeting to order and announced public notice of the meeting had been properly given to the Gloucester County Times by written notice and posted at the Borough Hall in accordance with the Open Public Meetings Act of 1975. In addition, each commissioner was served by email with written notice of the meeting.

The following Commissioners were present:

Chairperson, Daniel Ryan  
Vice Chairperson, Jeffrey Silvestri  
Commissioner Ingres Simpson **(Absent)**  
Commissioner Salvatore Fogarino  
Commissioner Thuraisingham Mohanakanthan  
Commissioner Edward Munin  
Commissioner Jay Lapp

Chairman Ryan turned the meeting over to the Authority's solicitor, Mr. Orlando.

**Swearing in of New Commissioners**

Mr. Orlando swore in the Authority's new commissioners, Salvatore Fogarino, Edward Munin and Jay Lapp.

**Approval of Minutes**

**Approval of Minutes – March 17, 2014 (Regular Meeting)**

Tabled for next month.

**Approval of Minutes – March 17, 2014 (Executive Session)**

Tabled for next month.

**Director's Report**

Mrs. Jones does not have a lot to update from her written report, but will go through it for the benefit of the new commissioners. She reviewed the properties and their vacancies.

She discussed the Operating Subsidy and Capital Fund for 2014. The Authority received an increase in Capital Fund compared to last year of approximately \$19,000. It is not as much as the Authority received in 2012 and it will probably always decrease from this point. The Operating Subsidy for 2014 has not yet been decided in Washington. Funding has been provided on an estimated amount and once it is finalized they will catch it up for the year.

Mrs. Jones provided an update on the redevelopment of Ellis Manor and Whitney Gardens "A". The developer, Pennrose, was chosen at last month's Board Meeting. A kick-off meeting was held with Pennrose. A memorandum of understanding will be negotiated with the developer and from that a master development agreement will be agreed upon. The Authority will be working with Pennrose and the architect to come up with some plans for the new development. The Authority has some ideas and it will continue to work with the Borough on that as well. The Authority received some feedback that the Boro was pleased with the Pennrose selection. The Authority requested Pennrose to develop a presentation that will be presented to this Board.

Commissioner Fogarino recalled the Authority discussed years ago about the possibility of selling the land. He questioned who was going to run the new development and what the incentive for the Authority is. Mrs. Jones stated the Authority's role would be part of the master development agreement. Mrs. Jones stated in regards to selling the property, the Authority found that the property is virtually worthless because of the asbestos and the abatement costs. The cost of abatement and demolition is close to one million dollars. The Authority will receive a third of the development fee and a third of the cash flow. The Pilot Agreement was briefly discussed.

Mrs. Jones continued to explain that the Pennrose team will present to the Board hopefully in May. The Board will be presented with some preliminary ideas for development of the site. The initial concept from all the developers was a three story midrise with about 80 units to include house for the elderly, disabled and those with handicaps. Some thoughts are open up some of the units to those who are "55 and better". Some units will be full tax credit rent, some tax credit and some vouchers. With 9% tax credit funding, which are competitive, we must supportive housing. Mrs. Jones briefly discussed the Annual Contribution Contract (ACC) units, which are attached to the current Ellis Manor/Whitney Gardens A development. Pennrose has a service called Pennreach, which is used to provide supportive services to the residents.

Mrs. Jones informed the new commissioners that there are some classes they must take. An information packet consisting of board meeting dates, a handbook and a schedule of classes was distributed to the commissioners. Mrs. Jones briefly spoke about the required classes.

Upon motion by Commissioner Mohanakanthan and second by Commissioner Munin, the Executive Director's report was approved by a 6-0 vote.

### **Attorney's Report**

Solicitor Orlando will report in Executive Session.

### **Old Business**

None.

## **New Business**

None.

## **Public Comments**

For the record there is no member of the public at the meeting.

## **Resolutions**

**Resolution 2014-18** – Resolution Approving Regular Monthly Expenses.

A motion was made by Commissioner Fogarino; seconded by Commissioner Lapp.

### **Upon roll call, the votes were as follows:**

Ayes: Commissioners Silvestri, Fogarino, Mohanakanthan, Munin, Lapp and Ryan.

Nays: None.

Abstain: None.

Absent: Simpson.

**Resolution 2014-19** – Approving 2014 Capital Budget.

Mrs. Jones briefly reviewed and explained the 2014 Capital Budget line items. A motion was made by Commissioner Fogarino; seconded by Commissioner Silvestri.

### **Upon roll call, the votes were as follows:**

Ayes: Commissioners Silvestri, Fogarino, Mohanakanthan, Munin, Lapp and Ryan.

Nays: None.

Abstain: None.

Absent: Simpson.

**Resolution 2014-20** – Resolution Amending the Personnel Policies and Procedures Manual to include Updated Policies.

Mr. Orlando explained every two years the Authority must update its personnel policy manual and training for the Authority's insurance provider. A motion was made by Commissioner Mohanakanthan; seconded by Commissioner Fogarino.

### **Upon roll call, the votes were as follows:**

Ayes: Commissioners Silvestri, Fogarino, Mohanakanthan, Munin, Lapp and Ryan.

Nays: None.

Abstain: None.

Absent: Simpson.

**Resolution 2014-21** – Resolution Authorizing an Executive Session

Mr. Orlando stated the Board is going to motion on a resolution to convene in Executive Session. The purpose of which is to discuss a personnel matter.

A motion was made by Commissioner Fogarino; seconded by Commissioner Munin.

**Upon roll call, the votes were as follows:**

Ayes: Commissioners Silvestri, Fogarino, Mohanakanthan, Munin, Lapp and Ryan.

Nays: None.

Abstain: None.

Absent: Simpson.

The Board closed the regular meeting at 7:33 pm and opened the Executive Session.

The Board re-opened the regular meeting at 7:41 pm.

Mr. Orlando stated in the Executive Session the Board discussed a personnel matter.

Chairman Ryan asked if there were any questions from the Board. Commissioner Fogarino requested copies of the minutes from September 2013 through February 2014. Commissioner Munin and Lapp would like copies of those minutes as well.

With no further business, a motion to adjourn was made by Commissioner Munin and seconded by Commissioner Fogarino. The motion was adopted by a 6-0 vote.

The Regular Meeting of The Board of Commissioners was adjourned at 7:43 p.m.

Respectfully submitted,

  
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Jacqueline S. Jones, Executive Director

Dated: 5/14/2014