

The Housing Authority of the Borough of Glassboro
Meeting Minutes
May 19, 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, May 19, 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
Commissioner Salvatore Fogarino
Commissioner Thuraisingham Mohanakanthan **(Absent)**
Commissioner Edward Munin
Commissioner 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.

Approval of Minutes – April 21, 2014 (Regular Meeting)

Upon a motion by Commissioner Silvestri and second by Commissioner Lapp, **the votes were as follows:**

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

Nays: None.

Abstain: Simpson.

Absent: Mohanakanthan.

Approval of Minutes – April 21, 2014 (Executive Session)

Upon a motion by Commissioner Munin and second by Commissioner Lapp, **the votes were as follows:**

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

Nays: None.

Abstain: Simpson.

Absent: Mohanakanthan.

Chairman Ryan stated the Agenda will be adjusted so the representatives from Pennrose can present to the Board. Prior to the presentation there were introductions.

Mrs. Jones reported there was a meeting with the Borough this past Thursday to discuss the Ellis Manor/Whitney Gardens A redevelopment. She stated part of that meeting and this meeting is to kick around ideas and thoughts of what the new development could be. Pennrose is presenting tonight to present some ideas and find out what everyone thinks. The meeting at the Borough consisted of Joe Brigandi, the administrator, Dave McCreery of Land Dimensions Engineering, Russell Clark of the Highway Department, Angelo Martinelli – Code Official, the Pennrose team as well as Rick Ginnetti, Ron Miller and Jacqueline Jones.

Jacob Fisher of Pennrose began the presentation and introduced the Pennrose Team. The purpose of the presentation is to introduce Pennrose and talk about the planning process. They would like to move from the conceptual current date to start an active plan and move forward with the design process and engineering process. This presentation is to give the Board an update and receive feedback. In a couple of weeks Pennrose will present to Borough Council and receive their feedback.

The mission of Pennrose was discussed as well as the history of Pennrose including ownership and staff. Pennrose's principles include providing high quality development, long term ownership and quality management. Various Pennrose developments were reviewed.

Kitchen & Associates Architect was introduced. Kitchen & Associates Architects handle architectural, engineering, planning and interior designs of the development process. The Project Site was discussed. The conceptual and alternate development plans were discussed in detail. Senior mid-rise development with 1-2 bedrooms and unit floor plans were also reviewed and discussed as well as parking. The possibility of developing some single family homes and a second phase for additional senior apartments.

Building Occupancy Information was discussed for the development of a 55+ community consisting of approximately 90% of 1 bedrooms, 10% of 2 bedrooms and 1 superintendent unit. There was a brief discussion on income tiering and anticipated gross rents. A breakdown of a cost scenario was reviewed, which did not include demolition. The anticipated project schedule timeline was also reviewed, which includes a meeting with the Borough Council on June 5th.

Pennrose presented their Aging in Place services, which promotes aging in place. Commissioner Fogarino stepped out of the meeting.

The Board members and Pennrose further discussed the development plans presented. The layout plan with the option of the additional Phase II building. This will most likely be the development plan that will be presented to Borough of Council without any objections from the Board of Commissioners. The Board of Commissioners agreed. Pennrose excused themselves from the remainder of the meeting.

Rick Ginnetti thinks the second phase would be beneficial due to having the space and adding those additional 42 units does not increase their operating cost at all. It will enable the housing authority to share a cash flow on the overall project.

Director's Report

Mrs. Jones had no updates to her report provided in the Board Packet. There are no vacancies at Whitney – Williams St, Grillo or Delsea. There is one family remaining at Ellis Manor.

Mrs. Jones reported the annual banning meeting was held with the Police Department. Other properties from Glassboro were represented as well. This meeting is held every year to review everyone that has been placed on the banned list and to discuss who could be removed from the list. The Authority continue to meet with this group even without Ellis Manor.

Mrs. Jones reminded the Board to turn in the Citizenship Leadership Forms and Gloria will submit those to the Borough. She also reminded the Board about completing the Financial Disclosure Statement, which needs to be completed by all Commissioners by June 13th.

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

Attorney's Report

Mr. Orlando did not have any update.

Old Business

None.

New Business

None.

Public Comments

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

Resolutions Commissioner Fogarino returned to the meeting.

Resolution 2014-22 – Resolution Approving Regular Monthly Expenses.

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

Upon roll call, the votes were as follows:

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

Nays: None.

Abstain: None.

Absent: Mohanakanthan.

Resolution 2014-23 – Resolution Requesting Authorization to Proceed with Layoff Plan as Approved by the Civil Service Commission.

Resolution was tabled. Mr. Orlando explained there was some dates wrong in the letter from Civil Service Commission. He will contact them.

Resolution 2014-24 – Resolution Authorizing an Executive Session – died due to lack of need.

Commissioner Fogarino asked Commissioner Lapp if he had some questions. Commissioner Lapp questioned the RAD program. Mrs. Jones explained the RAD program had a deadline for application. There was not a lot of time to get the application together for the December 31, 2013 due date. Mr. Ginnetti explained the deadline did not obligate the authority to the RAD program, but if you made the deadline and if HUD accepted the application then the Authority would make a decision whether or not to go through the process. The RAD program is a new way to receive funding. Mr. Orlando further explained moving it forward was just the application. Ultimately, if HUD does approve the application the board would then make the decision to move forward with RAD funding or not. Mr. Ginnetti stated it would be about a one year planning process to make that decision. Mrs. Jones explained if the housing authority chose to go with RAD it would change the public housing units to RAD vouchers. If RAD does not come through then nothing changes.

Commissioner Lapp asked about the resolutions authorizing national and state contract vendors and if the authority was using these vendors. Mrs. Jones stated yes. Commissioner Lapp asked if work that is being done on the units are being completed by contractors. Mrs. Jones explained these resolutions were passed so that the Authority could conform to the State purchasing rules. Work that is done at the Authority is not necessarily done by contract vendors.

Commissioner Fogarino submitted a list of documents the three new appointed Commissioners would like copies of consisting of contracts and agreement for 2013 and 2014.

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

The Regular Meeting of The Board of Commissioners was adjourned at 8:28 p.m.

Respectfully submitted,



Jacqueline S. Jones, Executive Director

Dated: 6/19/2014