



JAY LAPP • Chairman  
ANDREW HALTER • Commissioner  
SHIRLEY ANDERSON • Commissioner  
KIMBERLY GOBER • Secretary/Executive Director

EDWARD HUTCHINSON • Vice Chairman  
THURAISSINGHAM MOHANAKANTHAN • Commissioner  
SALVATORE FOGARINO • Commissioner  
JENNIFER WELLS • Commissioner

## **REGULAR MEETING MINUTES** **MAY 20, 2019**

"The Board of Commissioners of the Housing Authority of the Borough of Glassboro, County of Gloucester and State of New Jersey met in session on MONDAY, MAY 20, 2019 at 5:00 P.M. Chairman Jay Lapp called the meeting to order requesting the "Pledge of Allegiance" be recited.

### **ROLL CALL:**

Executive Director Kimberly Gober called the roll and the following answered "aye":

- ✓ Chairman Jay Lapp
- ✓ Vice Chairman Edward Hutchinson
- ✓ Commissioner Jennifer Wells
- ✓ Commissioner Andrew Halter
- ✓ Commissioner Shirley Anderson

Also in attendance were:

- ✓ Kim Gober, Executive Director
- ✓ Mark Asselta, Esq. Solicitor
- ✓ Nelly Rojas, Administrative Aide
- ✓ Grace Seeney, Finance Director
- ✓ Madeline Vasquez, Property Manager

Absent:

- ✓ Commissioner Sal Fogarino
- ✓ Commissioner Thuraisingham Mohanakanthan
- ✓ Anna Miller, Liaison from the Borough of Glassboro

### **EXECUTIVE DIRECTOR:**

Declared a quorum present

### **SOLICITOR:**

The Solicitor called the meeting to order and announced public notice of the meeting had been properly given to the South Jersey Times, Gloucester County and posted at the Borough Hall in accordance with the Open Public Meetings Act.

## **PUBLIC PORTION:**

### **Chairman Lapp:**

#### **Motion to Open the Public Portion**

**Motion: Commissioner Andrew Halter**

**Second: Commissioner Shirley Anderson**

**All in favor**

**Seeing no one from the Public,**

#### **Motion to Close the Public Portion**

**Motion: Commissioner Andrew Halter**

**Second: Commissioner Shirley Anderson**

**All in favor**

## **AGENDA**

## **MINUTES:**

#### **Motion to approve the Minutes from March and April 2019:**

**Motion: Vice Chairman Ed Hutchinson**

**Second: Commissioner Jennifer Wells**

**Abstain: Commissioner Andrew Halter**

**All in favor**

## **FINANCIALS:**

The Whitney building continues to be in a financial disadvantage compared to the other complexes. The Expenses/Income ratio is very high, since the amount of units is relatively small and repairs necessary have been major (roof, lighting, etc.). All other buildings are performing as expected.

#### **Motion to approve the Financial Report:**

**Motion: Vice Chairman Ed Hutchinson**

**Second: Commissioner Shirley Anderson**

**All in Favor**

## **DIRECTORS REPORT:**

- In your packets there is an updated rendering of the Lincoln Blvd Site project, it contains more details and color than the one shared with the Board in the April meeting. This rendering was presented during the Town Council Work Session on May 2<sup>nd</sup>; the meeting was attended by Noah Freiberg, Rick Ginnetti, Steve Schoch, Chairman Lapp and myself, to make a presentation regarding the project. Pennrose requested to defer the \$500k owed toward the demo loan and closing, as well as to ask if the Council was supportive of the cottage/garden style concept

presented. Since that meeting, Council has responded that the loan cannot be deferred. Pennrose needs the deferment to have their budget net to zero before closing with the NJHMFA, therefore Pennrose is aggressively searching for any source of gap funding sources. ED Gober requested Pennrose to periodically report to her and the Board on any news regarding the gap funding.

- On that note, the Federal Home Bank has started asking questions on the loan application presented to them (\$640k), we believe that the interest in our application means we may have a good chance of approval; results are usually made public in November. NJHMFA Special Needs Trust Funds application (\$700k) cannot be brought to closing until we have the revised site plan approvals in place. This is a first come first served application. Gloucester County HOME funds, we anticipate knowing in about a month the funding available from this source; lastly, Rick Ginnetti is looking into the feasibility of utilizing a 110% FMR's for the project, this may yield an additional \$500k that can be used to secure debt.

- June 11<sup>th</sup> at 9:00 we are attending a Land Use Workshop meeting to present the project to a committee, Commissioners are welcomed to attend, although is not necessary since this is just a preliminary presentation of the project's concept, the idea is to focus on any major issues that may potentially prevent final approval.

- A notice was published on the South Jersey Times, as discussed on the April meeting, indicating that the RAD PBV waitlist is closing on June 01, 2019 at 12:01 am. This will give people a chance to sign up, if they wish to do so. The waitlist was becoming too large and expected wait times would be extremely long, giving a false sense of hope to those applying.

- Comcast is raising the monthly cost of their services by about \$50, the raise is minimal and the recommendation is to accept the increase, as shopping around would only increase the administrative cost to an expected minimal saving.

- There is a Resolution on the table today to amend a contract with R. Todd for an additional \$1,600, in order to include additional lighting to Whitney Garden's parking lot and driveway entrance.

### **No comments or questions by the Commissioners**

#### **Motion to accept the Reports:**

**Motion: Vice Chairman Edward Hutchinson**

**Second: Commissioner Thuraisingham Mohanakanthan**

**ALL IN FAVOR**

### **👤 👤 PUBLIC PORTION:**

A member of the public is recognized by the Board.

#### **Motion to Open the Public Portion**

**Motion: Commissioner Andrew Halter**

**Second: Vice Chairman Ed Hutchinson**

**All in favor**

Ms. Patricia Holly would like to thank the Board for the installation of the new lighting; it helps a lot, however, some of the lights are flickering. Madeline Vazquez indicated she was aware of the issue, since other residents had contacted her before and that she had requested to have the contractors come and assess the issue. ED Gober reminded Ms. Holly that she did not had to wait for the Board meeting to comment on maintenance issues, she can call the Work Order line anytime and .

Ms. Holly also wanted to comment that the landscapers' equipment is too heavy and is destroying the sidewalks, especially the handicapped ramps. Madeline Vazquez will take pictures and contact the landscapers' manager to fix the issue.  
Ms. Holly would like to say that ED Gober and the Board are doing an excellent job so far.

**Motion to Close the Public Portion**

**Motion: Commissioner Andrew Halter**

**Second: Vice Chairman Ed Hutchinson**

**Second: All in favor**

**NEW BUSINESS- RESOLUTIONS:**

<b>2019-24</b>	<b>RESOLUTION APPROVING REGULAR MONTHLY EXPENSES</b> MOTION: VICE CHAIRMAN EDWARD HUTCHINSON SECOND: COMMISSIONER ANDREW HALTER ALL IN FAVOR
<b>2019-25</b>	<b>CONSIDER RESOLUTION AUTHORIZING MEMBER PARTICIPATION IN A COOPERATIVE PRICING SYSTEM CAMDEN COUNTY EDUCATIONAL SERVICES COMMISSION</b> MOTION: VICE CHAIRMAN EDWARD HUTCHINSON SECOND: COMMISSIONER ANDREW HALTER ALL IN FAVOR
<b>2019-26</b>	<b>CONSIDER RESOLUTION REVISING THE LIGHTING CONTRACT AT WHITNEY GARDENS ARTHUR TODD ELECTRIC</b> MOTION: COMMISSIONER ANDREW HALTER SECOND: VICE CHAIRMAN EDWARD HUTCHINSON ALL IN FAVOR
<b>2019-27</b>	<b>CONSIDER RESOLUTION AUTHORIZING EXECUTIVE SESSION</b> TABLED

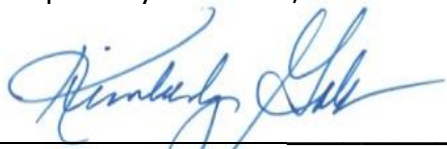
**ADJOURNMENT**

**Motion to Adjourn**

**Motion: Vice Chairman Ed Hutchinson**

**Second: Commissioner Andrew Halter**

The motion was carried by a unanimous voice vote of the Commissioners present.  
Respectfully submitted,



**Kimberly Gober, Executive Director**

**DATED: May 31, 2019**