

# Housing Authority of the City of Cape May

## REGULAR MEETING

**June 15, 2015**

At 4:00 PM, Chairperson Thomas G. Hynes **Called to Order** the June 15, 2015 Regular Meeting of the Board of Commissioners of the Housing Authority of the City of Cape May. The meeting was held in the Conference Room of the Housing Authority located at 639 Lafayette Street, Cape May, NJ 08204. **Roll Call** was taken and the following Commissioners were present:

Chairperson Thomas G. Hynes  
Vice-Chairperson Patricia M. Swain  
Commissioner Frank Acker  
Commissioner Jean Capilli  
Commissioner Tony Williams  
Commissioner Thomas White

Commissioner-Designee, Dr. Keith Lafferty, was not present for this meeting.

The following individuals were also present: Carol Hackenberg, Executive Director, Joseph Culligan, Site Manager, Linda Avena, from Avena CPA's. Charles W. Gabage, Solicitor from the firm of Eisenstat, Gabage & Furman.

Chairperson Thomas G. Hynes noted that there were no members of the public present at the meeting.

Chairperson Thomas G. Hynes read the "**Statement of Compliance – Sunshine Law**" and led the Pledge of Allegiance.

Following the roll call of Commissioners, Chairperson Thomas G. Hynes declared there was a quorum present.

Chairperson Thomas G. Hynes called for a Motion to accept the May 18, 2015 Regular Meeting Minutes.

Commissioner Thomas White made the Motion, seconded by Vice-Chairperson Patricia Swain, to accept the May 18, 2015 Regular Meeting Minutes.

The following vote was taken to approve the May 18, 2015 Regular Meeting Minutes.

Chairperson Thomas G. Hynes	(Yes)
Vice Chairperson Patricia M. Swain	(Yes)
Commissioner Jean Capilli	(Yes)
Commissioner Frank Acker	(Yes)
Commissioner Tony Williams	(Yes)
Commissioner Thomas White	(Yes)

### **ACCOUNTANT'S REPORT:**

The Accountant's Report – The Board reviewed the 8-month Financial Report as submitted by the Accountant. The bottom line for the eight months ending May 31, 2015 shows a gain of \$12,472.00

Ms. Avena explained the reason for the large profit this month versus the recorded losses for the prior months was a result of the extra subsidy the Authority received of \$13,000.00 which was not accounted for in the budget.

### **COMMITTEE REPORTS:**

There were no committee reports.

**a. Executive Administrative Report**

Ms. Hackenberg reported the following:

**Investments:** The C.D. and Money Market Investment schedule is as follows:

<u><b>MONEY MARKET</b></u>	
<u><b>TOTAL</b></u>	Money Market (Sturdy Bank)
\$280,453.13	
<u><b>TOTAL</b></u>	<u><b>\$280,453.13</b></u>

The E.D. is exploring the option of investing \$100,000.00 into a CD with Cape Bank or other Banks who have a competitive rate.

**Energy Savings:**

The energy savings for this month was approximately 10%.

**Commissioners:**

The ED reported that the Authority is still awaiting a response from the Governor’s office concerning the appointment of Dr. Lafferty to the Board of Commissioners. Commissioner Thomas G. Hynes has written additional correspondence to the Governor’s Office in an effort to get this matter resolved.

Attorney Gabage advised the Board that another way to get this issue resolved is for someone to contact the Republican Committee Chairman of Cape May County and request that they follow up with this appointment.

Commissioner Frank Acker attended his final required Commissioner training session (Skills for Commissioners) on June 13, 2015 at the Rutgers campus in New Brunswick, N.J.

**JIF INSURANCE COVERAGE:**

The JIF renewal occurs in July 2015. The E.D. is exploring other options that may be available to the Housing Authority.

**RESIDENT COUNCIL ELECTION:**

The nominations for the Senior Resident Council (Lafayette & Osborne Courts) and the Resident Council for Broad Street Court were held on May 5, 2015. There were enough nominations to go ahead with an election for the Senior Resident Council (Lafayette and Osborne Courts) which was held on June 10, 2015. However, not enough Broad Street tenants participated in the nomination election so again, there will not be a Resident Council for the Broad Street Court Tenants.

**5-YEAR AGENCY PLAN:**

The Public Review for the Cape May Housing Authority 5-Year Plan began June 1, 2015 and continues through June 18, 2-015. There has been no interest from the public to review this plan.

**HUD UTILITY REVIEW:**

This review is scheduled to begin on Monday, June 29<sup>th</sup>.

**AUTHORITY BUDGET:**

Linda Avena and her staff are currently in the process of preparing the Authority’s Budget for the fiscal year beginning October 1, 2015.

**Miscellaneous:**

1. HUD is polling the Housing Authorities concerning the feeding of children during the Summer season. The E.D. responded to HUD's request for information, which came from Washington, D.C. She told HUD Newark that the City has many programs and summer camps, which include meals. Also, that the local food closets take good care of our residents in need.
2. HUD would like a local agency to host free meals, if the Housing Authority's Resident Councils cannot do it.
3. HUD is also encouraging Housing Authorities to provide Summer employment to young people who are out of school. In an e-mail dated June 2, 2015 HUD is suggesting other creative approaches that they would like the Authorities to consider. At this time due to budget constraints, the Authority is not in a position to provide Summer employment.
4. HUD is offering several energy and water conservation webinars this Summer – some for which the CMHA will register.

**Resolutions:**

**#2015-21 – A Resolution Approving Monthly Expenses**

Chairperson Thomas G. Hynes called for a Motion to approve the resolution. Vice-Chairperson Patricia M. Swain made a Motion to approve the resolution, seconded by Commissioner Frank Acker. The following vote was taken:

Chairperson Thomas G. Hynes	(Yes)
Vice-Chairperson Patricia M. Swain	(Yes)
Commissioner Jean Capilli	(Yes)
Commissioner Frank Acker	(Yes)
Commissioner Tony Williams	(Yes)
Commissioner Thomas White	(Yes)

**#2015-22 – A Resolution Approving Executive Session**

Chairperson Thomas G. Hynes called for a Motion to approve the resolution. Commissioner Thomas White made a Motion to approve the resolution, seconded by Vice-Chairperson Patricia M. Swain. The following vote was taken:

Chairperson Thomas G. Hynes	(Yes)
Vice-Chairperson Patricia M. Swain	(Yes)
Commissioner Jean Capilli	(Yes)
Commissioner Frank Acker	(Yes)
Commissioner Tony Williams	(Yes)
Commissioner Thomas White	(Yes)

At 4:15PM Chairperson Hynes suspended the regular meeting and the Board entered in to an Executive Session to discuss other matters.

At 4:20PM the regular meeting was reconvened.

There being no further business before the Board, at 4:25p.m. Chairperson Thomas G. Hynes called for a Motion to **adjourn the meeting**. Commissioner Tony Williams made the Motion; seconded by Vice-Chairperson Patricia M. Swain and the following vote was taken:

Chairperson Thomas G. Hynes	(Yes)
Vice-Chairperson Patricia M. Swain	(Yes)
Commissioner Frank Acker	(Yes)
Commissioner Jean Capilli	(Yes)
Commissioner Tony Williams	(Yes)
Commissioner Thomas White	(Yes)

Respectfully submitted,

Carol Hackenberg  
EXECUTIVE DIRECTOR