

Housing Authority of the City of Cape May

REGULAR MEETING

November 16, 2020

At 4:00 PM, **Chairperson Dr. Keith Lafferty called to order** the November 16, 2020 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 and via zoom for those not attending in person in the conference room.

Roll Call was taken and the following Commissioners were present:

- Chairperson Dr. Keith Lafferty
- Vice-Chairperson Patricia Hodgetts
- Commissioner Victor Faison (via Zoom)
- Commissioner Helen Meier (via Zoom)
- Commissioner Dr. Christopher Traficante (via Zoom)

Commissioners Carol Boyd, Commissioner Victor Faison and Commissioner Dr. Patricia Martz were not present for this meeting.

The following individuals were also present: Carol Hackenberg, Executive Director, Charles W. Gabage (via Zoom), the Solicitor from the firm of Eisenstat, Gabage & Furman, Linda Avena (via Zoom) of Avena CPA's.

Chairperson Dr. Keith Lafferty read the **“Statement of Compliance – Sunshine Law”** and led the Pledge of Allegiance.

Following the roll call of Commissioners, Chairperson Dr. Keith Lafferty declared there was a quorum present.

Chairperson Dr. Keith Lafferty called for a Motion to accept the October 26, 2020, Regular Board Meeting and Executive Session Board Meeting Minutes; Vice-Chairperson Patti Hodgetts made the motion seconded by Commissioner Dr. Christopher Traficante to accept the October 26, 2020, Regular Board Meeting and the Executive Session Board Meeting Minutes.

The following vote was taken to approve the October 26, 2020 Regular Meeting and Executive Session Minutes.

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|-------------------------------------|---|
| Chairperson Dr. Keith Lafferty | (Yes) |
| Vice-Chairperson Patricia Hodgetts | (Yes) |
| Commissioner Victor Faison | (Yes) |
| Commissioner Helen Meier | (Abstain) |
| Commissioner Christopher Traficante | (Yes—Regular Minutes-Abstain Executive Session) |

EPA BRIEFING:

None

ACCOUNTANT’S REPORT:

The Board reviewed the one-months ending Income & Expense Statement. The bottom line for the one-month ending October 31, 2020 there was a loss of \$4,038.

COMMITTEES:

Energy Committee –Dr. Christopher Traficante and Commissioner Victor Faison - no report
JCP&L Committee – Commissioner Dr. Christopher Traficante, Commissioner Patti Hodgetts and Chairperson Dr. Keith Lafferty
Mixed Income/Fund Committee (RAD) – Dr. Christopher Traficante, Commissioner Victor Faison, and Chairperson Dr. Keith Lafferty and a representative from the City of Cape May, Deputy Mayor Patricia Hendricks.
Personnel Committee – Chairperson Dr. Keith Lafferty, Vice-Chairperson Patti Hodgetts and Commissioner Carol Boyd.

The Board held discussions on the November 16, 2020 Article that appeared in the Cape May Sentinel, entitled Cape May’s Housing Authority at a Crossroads. It was agreed that the article was well-written and contained historical facts about the area. However, there was concerns about some misstatements pertaining to “.....where scores of low-income seniors and families now live, might be slated for the wrecking ball – and perhaps for redevelopment”. Also, the statement that “.....Housing Authority residents are shunted to other sites or high-rise housing while expensive condos and townhomes line the blocks”. Additional misleading statements were reviewed.

The Board decided that Chairman Dr. Keith Lafferty would meet with Barbara Dreyfus (one of the Author’s of the Article) to explain the Housing Authority’s position with respect to the future plans such as RAD, development and the increase of affordable housing for low-income families.

The Board also agreed that a Media Policy would be developed whereby there would be one-spokesperson for the Authority.

ADMINISTRATIVE REPORT:

Ms. Hackenberg reported the following:

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

MONEY MARKET

TOTAL

\$218,919.53

Money Market (Sturdy Bank)

TOTAL **\$218,919.53 @ .10%APY**

RENTAL ASSISTANCE DEMONSTRATION (RAD) SUMMARY STATUS:

The E.D. reported that the deadline for submitting required documentation for RAD has been extended until December 2020 because of the environmental issues.

ENVIRONMENTAL:

The matter was addressed in Executive Session.

The E.D. noted that the Authority again distributed education material to all residents concerning the environmental issue on Osborne Court. Also, the Authority is going to plot where else the Authority needs to put signage, tasteful barriers and the placing of additional soil around the area on Osborne Court.

The E.D. distributed the preliminary soil sample results from the EPA. The E.D. is in the process of acquiring signage, the installation of barriers and another round of dirt to be spread over the area on Osborne Court.

NON-PROFIT:

The Fall Tutoring Program has begun with approximately 7-8 Children. The sessions will be one-on-one with the Tutor.

VECTOR SECURITY CAMERAS:

The Vector Security Cameras installation will begin the first week of December, and continue until finished. The ARLO cameras have been installed in the Lafayette Conference Room.

HUD 5-YEAR PLAN:

The E.D. has submitted the 5-Year Plan to HUD, the Plan is also available for public review. Public comment period ends in mid-December.

HUD LEAD-BASED PAINT GRANT:

The E.D. submitted the HUD Lead-Based Paint Grant on October 29, 2020. Awaiting response on whether the submission is a qualified application. The Brooke Group has been in touch with the HUD Environmental Specialist re: all current matters, including the status of the RAD conversion.

PROVIDER PROPOSALS:

Pest Control, the Authority advertised for RFPs for Pest Control Services; responses are due by November 18, 2020.

MARSH MCCLELLAN:

Marsh McClellan submitted a renewal proposal of 3% of the Insurance billing.

MISCELLANEOUS:

- The Macedonia Church is giving out Thanksgiving Turkeys to the Authority Residents.

Resolutions:

#2020-70– A Resolution Approving November Monthly Expenses

Chairperson Dr. Keith Lafferty called for a Motion to approve the resolution to pay the November 2020 expenses. Vice-Chairperson Patti Hodgetts made the motion to approve the resolution; seconded by Commissioner Dr. Christopher Traficante; the following vote was taken.

Chairperson Dr. Keith Lafferty	(Yes)
Vice-Chairperson Patricia Hodgetts	(Yes)
Commissioner Victor Faison	(Yes)
Commissioner Helen Meier	(Yes)
Commissioner Dr. Christopher Traficante	(Yes)

#2020-71 – A Resolution Approving Executive Session

Chairperson Dr. Keith Lafferty called for a Motion to approve the resolution Vice-Chairperson Patti Hodgetts made the motion to approve the resolution; seconded by Commissioner Dr. Christopher Traficante the following vote was taken.

Chairperson Dr. Keith Lafferty	(Yes)
Vice-Chairperson Patricia Hodgetts	(Yes)
Commissioner Victor Faison	(Yes)
Commissioner Helen Meier	(Yes)
Commissioner Dr. Christopher Traficante	(Yes)

At 5:00pm Chairperson Dr. Keith Lafferty called for a motion to enter Executive Session; Vice-Chairperson Patti Hodgetts made the motion seconded by Commissioner Dr. Christopher Traficante the following vote was taken:

Chairperson Dr. Keith Lafferty	(Yes)
Vice-Chairperson Patricia Hodgetts	(Yes)
Commissioner Victor Faison	(Yes)

Commissioner Helen Meier (Yes)
Commissioner Dr. Christopher Traficante (Yes)

At 5:30pm Chairperson Dr. Keith Lafferty called for a motion to close the Executive Session and reopen the public meeting. Vice-Chairperson Patti Hodgetts made the motion, seconded by Commissioner Helen Meier the following vote was taken:

Chairperson Dr. Keith Lafferty (Yes)
Vice-Chairperson Patricia Hodgetts (Yes)
Commissioner Victor Faison (Yes)
Commissioner Helen Meier (Yes)
Commissioner Dr. Christopher Traficante (Yes)

There being no further business before the Board, at 5:50 PM Chairperson Dr. Keith Lafferty called for a Motion to **adjourn the meeting**. Vice-Chairperson Patti Hodgetts made the Motion; seconded by Commissioner Dr. Christopher Traficante the following vote was taken:

Chairperson Dr. Keith Lafferty (Yes)
Vice-Chairperson Patricia Hodgetts (Yes)
Commissioner Victor Faison (Yes)
Commissioner Helen Meier (Yes)
Commissioner Dr. Christopher Traficante (Yes)

Respectfully submitted,

Carol Hackenberg
EXECUTIVE DIRECTOR