

**Housing Authority of the City of Cape May**  
**Regular Board of Commissioner Meeting Minutes**  
**December 20, 2021- 4:00 p.m.**

The regular meeting of the Housing Authority of the City of Cape May (CMHA) was held December 20, 2021, at 4:00 p.m. in the Management Offices of the CMHA located at 639 Lafayette Street, Cape May, NJ 08204.

The meeting was called to order by Chairman Dr. Keith Lafferty. Chairman Lafferty requested everyone to rise for the Pledge of Allegiance.

Chairman Lafferty read the Sunshine Law.

Chairman Lafferty asked the Board to welcome the new Commissioner, Laurel Nuschke.

Attorney Gabage swore in Ms. Nuschke.

Upon roll call those presents were:

Chairperson Dr. Keith Lafferty	(via ZOOM)
Vice-Chairperson Patricia Hodgetts	(in person)
Commissioner Victor Faison	(in person)
Commissioner Laurel Nuschke	(in person)
Commissioner Dr. Patricia Martz	(in person)
Commissioner Lynda Towns	(in person)
Commissioner Dr. Christopher Traficante	(in person)

Also, present were Jacqueline Jones, Executive Director, Maryellen Francke, Secretary, Charles W. Gabage, Esquire – Solicitor, Linda Cavello (via zoom) – Accountant and Rick Ginnetti – Consultant, The Brooke Group.

**Minutes**

Chairman Lafferty requested a motion to approve the Regular Meeting minutes from November 15, 2021. A motion was made by Commissioner Traficante and seconded by Vice-Chair Patti Hodgetts. The following vote was taken:

Chairperson Dr. Keith Lafferty	(Yes)
Commissioner Victor Faison	(Abstain)
Vice-Chairperson Patti Hodgetts	(Yes)
Commissioner Laurel Nuschke	(Abstain)
Commissioner Dr. Patricia Martz	(Yes)
Commissioner Lynda Towns	(Yes)
Commissioner Dr. Christopher Traficante	(Yes)

Chairman Lafferty then asked Ms. Cavallo to present the monthly accounting report. Ms. Cavallo reviewed the Financial Report for the two months ending November 30, 2021.

### **Executive Director's Report**

Ms. Jones updated the vacancy report, two current vacancies, 1-Lafayette & 1-Osborne Courts. The vacancy on Lafayette will be leased up as of January 1, 2022. Going forward there will be an additional vacancy on Broad Street Court.

Ms. Jones reported on the fiscal year 2020 audit. Still waiting the Pension Liability numbers from the State of New Jersey. It is anticipated the information will be released in January.

With respect to the fiscal year 2021, the audit will begin in January and to be performed by the new Auditor.

Ms. Jones advised the Board that there will be a Revitalization inaugural kick-off meeting immediately following the board meeting with the City of Cape May. It is anticipated that the Mayor, City Manager, the Deputy Manager and Lorraine Baldwin will be in attendance. The Housing Authority attendees will be Chairman Lafferty, Executive Director Jacqueline S. Jones and Rick Ginnetti, Consultant. The overall purpose of the meeting will be to discuss the overall revitalization of the Authority properties. This will be the beginning of building a relationship toward planning for revitalization.

Ms. Jones spoke about the current Energy Service Agreement-Plymouth Rock scheduled to expire as of February 1, 2022, this is the reseller of the electric. Currently, the Authority pays for all of the utilities at the site, and everything is electric. The Authority is currently reviewing the feasibility of continuing with this agreement along with ensuring it fits in with the purchasing rules.

Ms. Jones updated the Board on the Risk Management Consultant Agreement with Marsh McClellan expiring the end of the year. The JIF Fund, which we are a part of, recommends that Housing Authorities have a Risk Management Consultant. There is no direct cost to the Authority as it is paid for as part of the annual JIF payment. We have requested that they provide us with a Risk Assessment for board review.

Ms. Jones briefly touched on the various resident activities, as well as requesting the Chairman to provide a more in-depth summary:

- Barbara Rosenberg, the Activities Director, sponsored an event on December 4<sup>th</sup> that was attended by approximately 22 children. The activity included making Christmas ornaments for the CMHA tree.
- Each of the Resident Councils provided Christmas cards with \$25.00 gift cards for each resident. This was provided via the funding provided to the Counsels by the Authority.

Chairman Lafferty followed up with the following information:

- Cape May Cares has been very active this Christmas, thanks to many including Claudia Von Savage, Patti Hodgetts and Barbara Rosenberg.
  1. Trolley Tour
  2. The Secret Santa Workshop for the Children, approximately 36 children attended, and the Seniors. The Tenants were able to select gifts for various family members. The gifts were donated by a number of individuals.
  3. The Cape May Police Department delivered toys to the Children on December 23<sup>rd</sup>.
  4. The Church of the Advent donated \$50.00 Acme gift cards to all of the Tenants.
  5. An anonymous group provided gift bags to the Senior residents.

6. The Cape May Cares group, for the seventh year, provided Christmas presents to all of the children on Broad Street. This is a much-anticipated event as these families are not in a position to provide a very bountiful Christmas for the children.

Chairman Lafferty presented the Committee Report. As Ms. Jones reported there is a kick-off meeting of the Revitalization Committee today. With respect to the JCP&L Committee that is coming to an end, both Rick Ginnetti and Attorney Gabage will now present their reports.

Rick Ginnetti, Consultant, reported that the Authority has been involved in discussions with JCP&L to reach an agreement concerning the contamination issue on Osborne Court. The contamination was caused by the prior coal gas manufacturing plant. JCP&L has done a lot of remediation, the property is safe, however there is contamination underground that will remain there forever.

As a result of the contamination the parties have spent a lengthy amount of time in negotiations concerning the appropriate remuneration due the Authority for accepting the terms and conditions of two documents, a Deed Notice and Deed Notice Settlement Agreement.

The Deed Notice is a public document that provides notification of the contamination. The parties have agreed to a monetary settlement of \$195,000.00, plus reimbursement for legal and consultant fees. If additional costs are warranted in the future, we will go back to JCP&L.

The second part of the discussions concerned the language contained in the Deed Notice Settlement Agreement. JCP&L was proposing many unwarranted restrictions including covering all of the Authority properties as opposed to it be limited to the Osborne site. Other issues were the cumbersome-redundant language that should not and did not apply to the Authority.

In order to expedite the process, the Authority has engaged an Environmental Attorney who reviewed and prepared a red-lined agreement that will be sent to JCP&L by the beginning of January.

Mr. Ginnetti also pointed out whatever is agreed to must be approved by HUD. However, discussions have been held with the HUD Field Office who agreed the best way to go is with a Deed Notice.

Attorney Gabage added a few comments to Mr. Ginnetti's report. He summarized that there are three critical issues that needed to be addressed with JCP&L that have now been resolved:

- JCP&L's attempt to limit Housing Authority's use of the property.
- The work JCP&L wanted to do. Which is they could do whatever they wanted to do on the property.
- Definition of the area. JCP&L originally wanted to include all of the properties not just Osborne Court. The area has now been limited to, what used to be called the "Trapezoid Area", which is a relatively small area off of Lafayette Street. Now it's more of a "rectangle". Additionally, there are the three test wells that monitor the water quality including the five feet around each of those three wells.

Attorney Gabage explained that there are two documents. One is the Deed Notice Settlement Agreement consisting of 29 pages that explains what the rights and responsibilities are. That agreement is between the Authority and JCP&L.

The second is the Deed Notice. The DEP requires that there be a notification to the world that there is contamination on the property. The contamination is not being removed. However, the DEP permits two avenues of remediation. One is you dig it out and replace with clean fill. The second is called administrative, which means you file a Deed Notice with the County. This is not a one-page document, but has many exhibits attached to it that needs to be updated.

Attorney Gabage also reminded the Board that there are two kinds of contamination on Osborne One being discussed caused the by the Manufacturing Gas Plant; the other, which has nothing to do with JCP&L.

Chairman Lafferty asked realistically when will the final documents be presented to the Board for approval? Attorney Gabage responded that more than likely it will be by the end of January or the beginning of February.

Commissioner Martz asked how long before the Authority obtains HUD approval.

Mr. Ginnetti responded approximately two months after the Board approves the documents.

Ms. Jones in response to Commissioner Martz's question about notification to the tenants, advised that EPA provided notification to the tenants. With respect to new Tenants, they are given the same general notification.

**Resolution #2021-58**  
**Resolution Approving December Expenses**

Chairman Lafferty called for a motion to approve Resolution 2021-58, expenses for December 2021 in the Amount of \$56,701.33. A motion was made by Commissioner Traficante; seconded by Vice-Chair Hodgetts. The following vote was taken:

Chairperson Dr. Keith Lafferty	(Yes)
Commissioner Victor Faison	(Yes)
Vice-Chairperson Patti Hodgetts	(Yes)
Commissioner Laurel Nuschke	(Yes)
Commissioner Dr. Patricia Martz	(Yes)
Commissioner Lynda Towns	(Yes)
Commissioner Dr. Christopher Traficante	(Yes)

**Resolution #2021-59**  
**Resolution Approving Trash Removal Services**

Chairman Lafferty called for a motion to approve Resolution #2021-59. A motion was made by Vice-Chair Hodgetts; seconded by Commissioner Faison.

Ms. Jones advised the Board that two quotes were received with Waste Management, who is the current provider, submitting the most reasonable quote of \$22,263.92 representing a minimal increase over the current cost.

The following vote was taken:

Chairperson Dr. Keith Lafferty	(Yes)
Commissioner Victor Faison	(Yes)
Vice-Chairperson Patti Hodgetts	(Yes)
Commissioner Laurel Nuschke	(Yes)
Commissioner Dr. Patricia Martz	(Yes)
Commissioner Lynda Towns	(Yes)
Commissioner Dr. Christopher Traficante	(Yes)

**Resolution #2021-60**  
**Resolution Approving Pest Control Services**

Chairman Lafferty called for a motion to approve Resolution #2021-60. A motion was made by Vice-Chair Hodgetts; seconded by Commissioner Traficante.

Ms. Jones advised the Board that four quotes were received with Alliance Pest Control, who is the current provider, submitting the most reasonable quote of \$2,415.00, representing no increase in the current cost.

The following vote was taken:

Chairperson Dr. Keith Lafferty	(Yes)
Commissioner Victor Faison	(Yes)
Vice-Chairperson Patti Hodgetts	(Yes)
Commissioner Laurel Nuschke	(Yes)
Commissioner Dr. Patricia Martz	(Yes)
Commissioner Lynda Towns	(Yes)
Commissioner Dr. Christopher Traficante	(Yes)

**Resolution #2021-61**  
**Resolution Approving Risk Management Consultant**

Chairman Lafferty called for a motion to approve Resolution #2021-60. A motion was made by Vice-Chair Hodgetts; seconded by Commissioner Traficante.

The following vote was taken:

Chairperson Dr. Keith Lafferty	(Yes)
Commissioner Victor Faison	(Yes)
Vice-Chairperson Patti Hodgetts	(Yes)
Commissioner Laurel Nuschke	(Yes)
Commissioner Dr. Patricia Martz	(Yes)
Commissioner Lynda Towns	(Yes)
Commissioner Dr. Christopher Traficante	(Yes)

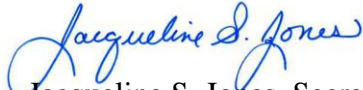
**Resolution #2021-62**

**Resolution Approving City of Cape May Housing Authority  
Approving Executive Session**

**Not Needed**

With no further business to discuss, Chairman Lafferty entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Faison; seconded by Vice-Chair Patti Hodgetts. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 5:30p.m.

Respectfully submitted,



Jacqueline S. Jones, Secretary/Treasurer