

**Housing Authority of the City of Cape May**  
**Regular Board of Commissioner Meeting Minutes**  
**June 21, 2021- 4:00 p.m.**

The regular meeting of the Housing Authority of the City of Cape May was held June 21, 2021, at 4:00 p.m. via teleconference from 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.

Upon roll call those presents were:

Chairperson Dr. Keith Lafferty	(in person)
Vice-Chairperson Patricia Hodgetts	(in person)
Commissioner Dr. Patricia Martz	(in person)
Commissioner Victor Faison	
Commissioner Dr. Christopher Traficante	
Commissioner Jules B. Rauch III	(in person)

Also, present were Jacqueline Jones, Executive Director, Maryellen Francke, Secretary, Charles W. Gabage, Esquire – Solicitor, Linda Cavello – Accountant and Mike Watson, Labor Attorney.

Two members of the public were present: Barbara Dreyfus and Sean Keys.

Chairman Lafferty stated that the Board was moving directly into Executive Session. Chairman Lafferty asked for a motion to go into Executive Session, motion was made by Commissioner Faison, seconded by Vice-Chair Hodgetts, the following vote was taken:

Chairperson Dr. Keith Lafferty	(Yes)
Vice-Chairperson Patti Hodgetts	(Yes)
Commissioner Victor Faison	(Yes)
Commissioner Dr. Patricia Martz	(Yes)
Commissioner Dr. Christopher Traficante	(Yes)
Commissioner Jules B. Rauch III	(Yes)

At 4:10 pm the Board entered into Executive Session for the purpose to discuss Authorizing a Severance Agreement and Release Between the Housing Authority of the City of Cape May and Carol Hackenberg.

At 4:40 pm Chairman Lafferty noted that the Board was out of Executive Session, whose purpose was to discuss Authorizing a Severance Agreement and Release Between the Housing Authority of the City of Cape May and Carol Hackenberg.

Chairman Lafferty announced that the Board would be asked to move for approval of Resolution 2021-28, a Resolution Authorizing a Severance Agreement and Release Between the Housing Authority of the City of Cape May and Carol Hackenberg. Before the vote Chairman Lafferty asked for any comments or questions from the public. Since there were no comments nor questions from the public, Chairman Lafferty called for a motion to pass Resolution 2021-28, a Resolution Authorizing a Severance Agreement and Release Between the Housing Authority of the City of Cape May and Carol Hackenberg. A motion was made by Vice-Chair Hodgetts; seconded by Commissioner Traficante. The following vote was taken:

Chairperson Dr. Keith Lafferty	(Yes)
Vice-Chairperson Patti Hodgetts	(Yes)
Commissioner Victor Faison	(Yes)
Commissioner Dr. Patricia Martz	(Yes)
Commissioner Dr. Christopher Traficante	(Yes)
Commissioner Jules B. Rauch III	(Yes)

### **Minutes**

Chairman Lafferty requested a motion to approve the Regular Meeting minutes from May 17, 2021. A motion was made by Vice-Chair Patti Hodgetts and seconded by Commissioner Martz. The following vote was taken:

Chairperson Dr. Keith Lafferty	(Yes)
Vice-Chairperson Patti Hodgetts	(Yes)
Commissioner Victor Faison	(Yes)
Commissioner Dr. Patricia Martz	(Yes)
Commissioner Dr. Christopher Traficante	(Yes)
Commissioner Jules B. Rauch III	(Yes)

Chairman Lafferty then asked Ms. Cavallo to present the monthly accounting report.

Ms. Cavallo reviewed the Financial Report for the eight-months ended May 31, 2021.

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

Ms. Jones indicated she wanted to discuss some items not included in the Administrative Report as follows.

At the last Board Meeting the Board approved a Resolution for Summer Activities Budget in the amount of \$9,348.00. The Authority has hired 2 Summer Coordinators and 1 Director of Summer Activities. Plans are to introduce many summer activities for the residents such as Arts & Crafts on Monday & Wednesday and other educational field trips.

Also, in order to help transport some of the residents/children to these events the Authority is looking to purchase a CMHA Van. It is anticipated that the some of cost for this item may be secured through Cape May Cares donations. In the meantime, the Authority would like Board approval to rent a van for the months of July and August. The van will be driven by CMHA Employees/Volunteers who must pass a driver's license background check. The cost will be approximately \$1,800 per month, which includes insurance, etc. After some discussion, Chairman Lafferty called for a motion to approve the rental of a van for the months of July and August at an estimated cost of \$1,800.

A motion was made by Commissioner Traficante and seconded by Vice-Chair Patti Hodgetts. The following vote was taken:

Chairperson Dr. Keith Lafferty	(Yes)
Vice-Chairperson Patti Hodgetts	(Yes)
Commissioner Victor Faison	(Yes)
Commissioner Dr. Patricia Martz	(Yes)
Commissioner Dr. Christopher Traficante	(Yes)
Commissioner Jules B. Rauch III	(Yes)

Vacancy – BS #10, the refurbish was completed and a current Tenant transferred into that unit. Currently the Authority has two vacant units #12 Osborne, should be completed by the end of the month of June. #23 Broad Street target completion date July 23, 2021.

Ms. Jones reported that the Authority will have the 2021-2022 Budget for Board approval at the meeting in July. The new budget will include additional funding for maintenance to cover the cost of adding an additional FT Employee.

Ms. Jones noted that the Authority is also in the process of preparing the Annual Plan; Resident Council Members have been solicited for comments. As part of this process the Authority is also in the process of updating the current policies, including the Personnel Policy.

Ms. Jones updated the Board concerning the JCP&L Deed Notice and Deed Notice Settlement Agreement. Final preparations are being completed on the red-lined agreement to be submitted to JCP&L. Attorney Gabage added that the document should be completed by the end of the month.

### **Resolution #2021-23**

#### **Resolution Approving June Expenses**

Chairman Lafferty called for a motion to approve Resolution 2021-23, the monthly expenses in the amount of \$76,103.44. A motion was made by Vice-Chair Patti Hodgetts; seconded by Commissioner Faison. The following vote was taken:

Chairperson Dr. Keith Lafferty	(Yes)
Vice-Chairperson Patti Hodgetts	(Yes)
Commissioner Victor Faison	(Yes)
Commissioner Dr. Patricia Martz	(Yes)
Commissioner Dr. Christopher Traficante	(Yes)
Commissioner Jules B. Rauch III	(Yes)

**Resolution #2021-24**  
**Resolution Approving Executive Session**

Chairman Lafferty called for a motion to approve Resolution #2021-24 Executive Session. A motion was made by Commissioner Traficante; seconded by Commissioner Faison. The following vote was taken.

Chairperson Dr. Keith Lafferty	(Yes)
Vice-Chairperson Patti Hodgetts	(Yes)
Commissioner Victor Faison	(Yes)
Commissioner Dr. Patricia Martz	(Yes)
Commissioner Dr. Christopher Traficante	(Yes)
Commissioner Jules B. Rauch III	(Yes)

**Resolution #2021-25**  
**Resolution Appointing Jacqueline S. Jones as Fund Commissioner for the New Jersey Public Housing Authority Joint Insurance Fund (JIF)**

Chairman Lafferty called for a motion to approve Resolution #2021-25 JIF Fund Commissioner. A motion was made by Vice-Chair Hodgetts; seconded by Commissioner Martz. The following vote was taken.

Chairperson Dr. Keith Lafferty	(Yes)
Vice-Chairperson Patti Hodgetts	(Yes)
Commissioner Victor Faison	(Yes)
Commissioner Dr. Patricia Martz	(Yes)
Commissioner Dr. Christopher Traficante	(Yes)
Commissioner Jules B. Rauch III	(Yes)

**Resolution #2021-26**  
**Resolution Approving Designating an Official Newspaper for the Publication of Business-Related Matters regarding the City of Cape May Housing Authority Board of Commissioners and Advertisements for Contracting Purposes and/or the Publications of Various Other Items**

Chairman Lafferty called for a motion to approve Resolution #2021-26. A motion was made by Commissioner Faison; seconded by Commissioner Traficante. The following vote was taken.

Chairperson Dr. Keith Lafferty	(Yes)
Vice-Chairperson Patti Hodgetts	(Yes)
Commissioner Victor Faison	(Yes)
Commissioner Dr. Patricia Martz	(Yes)
Commissioner Dr. Christopher Traficante	(Yes)
Commissioner Jules B. Rauch III	(Yes)

**Resolution #2021-27**

**Resolution Approval of Compliance (Board of Commissioners and Executive Director)**

Chairman Lafferty called for a motion to approve Resolution #2021-27. A motion was made by Commissioner Faison; seconded by Commissioner Martz. The following vote was taken.

Chairperson Dr. Keith Lafferty	(Yes)
Vice-Chairperson Patti Hodgetts	(Yes)
Commissioner Victor Faison	(Yes)
Commissioner Dr. Patricia Martz	(Yes)
Commissioner Dr. Christopher Traficante	(Yes)
Commissioner Jules B. Rauch III	(Yes)

**Resolution #2021-28**

**Resolution Authorizing a Severance Agreement and Release Between the Housing Authority of the City of Cape May and Carol Hackenberg**

As previously approved:

Chairman Lafferty invited the members of the public, to make any comments or ask any questions.

Ms. Dreyfus made several inquiries as follows:

- Asked for a summary of the members on the Authority Committees.  
Ms. Jones provided a copy of that report to Ms. Dreyfus.
- Where was the Authority with respect to their plans for revitalization?  
Chairman Lafferty responded that the Authority is still developing revitalization plans.
- When does the Authority anticipated the plans will be completed and when will the Authority move forward with those plans?  
Chairman Lafferty stated that the Authority would prefer to resolve the JCP&L issue first before moving forward with those plans.
- Ms. Dreyfus stated that some months back the Board had reported that HUD would have to approve any settlement with JCP&L and if so, would that hold up any plans for revitalization.  
Chairman Lafferty deferred the response to the Executive Director, Ms. Jones. Ms. Jones stated that although HUD would review any settlement with JCP&L that approval would not affect the Authority's plans for revitalization. In fact, the Authority currently has approval from HUD to explore a RAD conversion.

Chairman Lafferty invited any other members of the public to make any comments or ask any questions. There were no further comments or questions from the public.

With no further business to discuss, Chairman Lafferty entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Victor Faison; seconded by Commissioner Dr. Christopher Traficante. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 5:35 p.m.

Respectfully submitted,



Jacqueline S. Jones, Secretary/Treasurer