

**Housing Authority of the City of Cape May**  
**Regular Board of Commissioner Meeting Minutes**  
**November 21, 2022 - 4:00 p.m.**

The regular meeting of the Housing Authority of the City of Cape May (CMHA) was held November 21, 2022, 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 Lafferty who requested everyone to rise for the Pledge of Allegiance.

Chairman Lafferty read the Sunshine Law.

Upon roll call those presents were:

Chairman Dr. Keith Lafferty	(via zoom)
Vice-Chairperson Patricia Hodgetts	(in person)
Commissioner Victor Faison	(via zoom)
Commissioner Laurel Nuschke	(in person)
Commissioner Dr. Christopher Traficante	(in person)

Commissioners Lynda Towns and Dr. Patricia Martz were not present at this meeting.

Also, present were Jacqueline Jones, Executive Director, Mike Watson, Esquire – Solicitor (via zoom), Linda Cavello (via zoom) – Fee Accountant, Maryellen Francke, Site Manager.

There were no members of the public attending the meeting.

**Minutes**

Chairman Lafferty requested a motion to approve the Regular Meeting minutes from October 24, 2022, Board Meeting. A motion was made by Commissioner Traficante and seconded by Vice-Chair Patricia Hodgetts. The following vote was taken:

Chairman Dr. Keith Lafferty	(Yes)
Vice-Chairperson Patti Hodgetts	(Yes)
Commissioner Victor Faison	(Yes)
Commissioner Laurel Nuschke	(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 one-months ending October 31, 2022.

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

Ms. Jones addressed the following items:

- Resident Activities-  
The Cape May Cares Playground Fund Raiser was very successful. The plan is to have a proposal that includes design and cost to present to the Board at the next meeting. It is anticipated that the installation of the playground/pavilion can be completed before the beginning of the Summer. There will not have to be a bid process for this expenditure as we are using a Vendor that is already contracted with the State.
- Environmental Issue – Osborne Court –  
As discussed last month, the Authority has engaged with, Pennoni and Associates, who is the Authority's current Environmental Consultant, to perform the Environmental Review Report required by HUD.

Rick Ginnetti has provided an update proposed completion of this process. The review should be finished by the end of the year. After submission to HUD, we anticipate HUD's approval within about 30-45 days, around the beginning of February. Also, the appropriate communication will be continued with the City Officials.

Once the Deed Notice and Settlement Agreement are approved by HUD, the Executive Director will consult with the Authority's attorney from Brown & Connery, Mark Asselta, to ensure the Authority will receive the agreed upon payment from JCP&L prior to forwarding the signed agreement.

- Revitalization  
Following the presentation to the Board, a meeting was held with the city including the Mayor, Assistant City Manager and the Chief of Police. The same presentation that was shown to the board was shared during this meeting. The suggestion was made that Authority meet with the Cape May Historical Preservation Committee (HPC).

A meeting was held on November 28, 2022, with three members of the HPC, the Chair, Vice Chair and member, the Authority Architects, Rick Ginnetti, Ron Miller and Jacqueline Jones. The same presentation was shared with the HPC during this meeting. It was a very productive meeting. The HPC members were very appreciative of the time and thought process that went into the proposal.

The HPC group provided some suggestions on the design, as well as some changes to the elevations and the choice of colors. The architects are working on plans to address these items.

There was some discussion on the application to the HPC. The application cost will be waived and offered some suggestions on what information will be needed when the plan is presented to the Commission.

At the same time, the team is working with the city to get the CMHA included in the City's COAH Plan. The City has an agreement concerning a commitment to have affordable housing and we need to get the Authority included in that agreement to pursue state funding to help fill some of gaps with tax credits and mortgages to secure the funding for this project.

Chairman Lafferty noted that he had spoke with one of the Board Members after the meeting. He confirmed that they were extremely impressed by all the planning and homework that was done on the presentation. They also appreciated the Authority pulling them in from the beginning of the process. They also commented that it was a long time coming and they are enthusiastic about the prospective of renovating and adding units to the site.

**Resolution #2022-40**  
**Resolution Approving November 2022 Expenses**

Chairman Dr. Keith Lafferty called for a motion to approve Resolution 2022-40. A motion was made by Commissioner Traficante; seconded by Commissioner Faison.

The following vote was taken:

Chairman Dr. Keith Lafferty	(Yes)
Vice-Chairperson Patti Hodgetts	(Yes)
Commissioner Victor Faison	(Yes)
Commissioner Laurel Nuschke	(Yes)
Commissioner Dr. Christopher Traficante	(Yes)

**Resolution #2022-41**  
**Resolution Approving 2023 Board Meeting Schedule**

Chairman Dr. Keith Lafferty called for a motion to approve Resolution 2022-41. A motion was made by Vice-Chair Hodgetts; seconded by Commissioner Traficante.

The following vote was taken:

Chairman Dr. Keith Lafferty	(Yes to all)
Vice-Chairperson Patti Hodgetts	(Yes to all)
Commissioner Victor Faison	(Yes to all)
Commissioner Laurel Nuschke	(Yes to all)
Commissioner Dr. Christopher Traficante	(Yes to all)

**Resolution #2022-42**  
**Resolution Approving JIF Fund Commissioner**

Chairman Dr. Keith Lafferty called for a motion to approve Resolution 2022-42. A motion was made by Commissioner Traficante; seconded by Commissioner Nuschke.

The following vote was taken:

Chairman Dr. Keith Lafferty	(Yes)
Vice-Chairperson Patti Hodgetts	(Yes)
Commissioner Victor Faison	(Yes)
Commissioner Laurel Nuschke	(Yes)
Commissioner Dr. Christopher Traficante	(Yes)

Chairman Dr. Keith Lafferty called for any comments from the Board.

With no further business to discuss, Chairman Keith Lafferty entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Faison; seconded by Vice-Chair Hodgetts. The Board Members unanimously carried the vote present. The Regular Meeting of the Board of Commissioners was adjourned at 4:30p.m.

Respectfully submitted,



Jacqueline S. Jones  
Secretary/Treasurer