

Housing Authority of the City of Cape May
Regular Board of Commissioner Meeting Minutes
April 17, 2023 - 4:00 p.m.

The regular meeting of the Housing Authority of the City of Cape May (CMHA) was held April 17, 2023, 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 rise for the Pledge of Allegiance.

Chairman Lafferty read the Sunshine Law.

Upon roll call those presents were:

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

Commissioner Dr. Patricia Martz was 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 March 20, 2023, Board Meeting. A motion was made by Commissioner Towns and seconded by Commissioner Traficante. The following vote was taken:

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

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

Ms. Cavallo reviewed the Financial Report for the six-month ending March 31, 2023.

Executive Director's Report:

Ms. Jones reported the following:

- Two vacancies, Lafayette & Broad Street, however the Broad Street unit is destroyed so more time will be needed to complete the refurbishment process.

Audit:

The health/pension numbers have been received therefore it is anticipated that the 2021 Audit will be available for review at the next Board Meeting.

JCP&L:

On Friday, the Authority received an eight-page response from the HUD Attorney regarding the Deed Notice and Deed Notice Settlement Agreement. Rick Ginnetti, consultant, The Brooke Group and Mark Asselta, attorney, Brown and Connery are compiling the additional information that is needed to respond back to HUD.

Based on HUD's review of the Deed Notice and the Deed Notice Settlement Agreement we will need additional documentation, as well as some modifications to the Settlement Agreement. CMHA counsel is redlining the Settlement Agreement with modifications the CMHA thinks will resolve the issues with the document.

Ms. Jones will send an update to the City as a means of maintaining the lines of communications as it relates to the Redevelopment Plans.

PLAYGROUND/PAVILION EQUIPMENT:

There are two resolutions to be presented to the Board. The Pavilion is going to be a separate purchase to be funded by Cape May Cares.

ADMISSIONS AND OCCUPANCY POLICY:

Ms. Jones summarized the HUD mandated changes to the Policy effective January 1, 2024. The major changes involve the method for calculating rents as follows:

- Residents will continue to pay 30% of their income.
- Changes regarding expenses, such as medical & childcare
- Residents will be able to self-certify assets under \$50,000.00.
- Individuals who own a home may not qualify for subsidized housing.
- More restrictions on income limits. The regulations require Tenants who are over the income limits to leave the program. Although there are specific guidelines to follow before a resident can be excluded from the program, such as, notification at the annual re-certification, then second notification at the next re-certification process.

All the changes will be reviewed with the Board as well as the Residents. A Resident Council meeting is scheduled for June 7, 2023. Thereafter notices will be sent to all the Residents outlining the changes.

These changes will be incorporated into the CMHA Annual Plan that will be submitted to HUD. The Plan will be presented to the Board in June. The Plan will also address other issues such as JCP&L, RAD and the Redevelopment Plan.

In response to the Board inquiries Ms. Jones explained that currently once a resident is in the program there are no restrictions pertaining to income limits, instead the resident would pay a flat rent which is generally lower than the Area Fair Market Rent. However, the new regulations contain safeguards whereby a resident will receive several notifications of their eligibility to remain in the subsidized housing program.

Ms. Jones concluded her report.

COMMENTS FROM BOARD MEMBERS:

The Board held discussions and opinions on the new CONDOS being built by WaWa specifically if the Authority had received any communications from the City concerning this issue.

Chairman Lafferty indicated, not directly, however as directed by Attorney Watson, the Board can choose to attend any meetings provided they are representing themselves as citizens but not as a group or representing the Authority.

Commissioners Nuschke, Towns and Faison all expressed disappointment that the City has not kept an open line of communication with the Authority especially as it relates to the Planning Board's plans for approving various affordable housing plans in the City of Cape May.

Ms. Jones then discussed how the selection process works as this is being done in Ocean City. The waiting list does not have to be open but for 45 days prior to the opening of the unit(s). The requirement is to advertise in two or three newspapers in three counties, for Ocean City, the advertisement will be in Ocean, Cape May, and Salem counties. There is a division of the NJ Housing Financing, called HASS, and they govern this so, they approve the selection plans, and they indicate exactly what the process is. Therefore, anyone in these counties can apply then that information is sent to HASS who scrambles the list and then sends it back to whoever is managing the application process.

Commissioners Faison, Nuschke and Towns further expressed their opinion that the City is overlooking a potential experience source (the Authority) of information that could partner with them during the process of selecting sites for affordable housing.

Chairman Lafferty agreed indicating that he will follow up with the City about the need to improve the communication process with the Authority.

Chairman Lafferty then addresses the resolutions for approval as follows:

Resolution #2023-11
Resolution Approving April 2023 Expenses

Chairman Dr. Keith Lafferty called for a motion to approve Resolution 2023-11. A motion was made by Commissioner Traficante; seconded by Vice-Chair Hodgetts.

The following vote was taken:

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

Chairman Lafferty stated that the following Resolutions are going to be bundled together because there is only one response, he then called for a motion to approve Resolutions 2023-12 (\$96,870.41) and Resolution 2023-13 (\$32,407.48 A motion was made by Commissioner Nuschki; seconded by Commissioner Traficante.

Ms. Jones explained that there are two resolutions, one for the Playground Equipment and one for the Playground Surface, the Board had approved an expenditure of \$130,000.00. These did not have to go out for a bid as this is a State Contractor.

Resolution #2023-12
Resolution Authorizing CMHA Entering into Contract Agreement
with
Ben Shaffer Recreation, Inc.
For
Playground Equipment

Resolution #2023-13
Resolution Authorizing CMHA Entering into Contract Agreement
with
Ben Shaffer Recreation, Inc.
For
Playground Equipment Surfacing

Ms. Jones instructed the Board that if they are in favor of all the then say yes to all “quote unquote;” if there is a different vote other than yes to all, just state what is yes, what is no or an abstention.

The following vote was taken:

Commissioner 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 Lynda Towns	(Yes to all)
Commissioner Dr. Christopher Traficante	(Yes to all)

Resolution #2023-14
Resolution Awarding Environmental Consulting Services

Chairman Dr. Keith Lafferty called for a motion to approve Resolution 2023-14. A motion was made by Commissioner Traficante; seconded by Vice-Chair Hodgetts.

Ms. Jones noted the Authority would not normally have an Environmental Consultant for everyday normal terms but since the JCP&L issue is still ongoing the Consultant is needed until this matter is resolved. Further this expense, as well as legal and other consultant fees, will be reimbursed by JCP&L.

The following vote was taken:

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

With no further business to discuss, Chairman Keith Lafferty entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Nuschke; seconded by Commissioner Traficante. The Board Members unanimously carried the vote present. The Regular Meeting of the Board of Commissioners was adjourned at 4:52pm.

Respectfully submitted,



Jacqueline S. Jones
Secretary/Treasurer