

**Housing Authority of the City of Cape May**  
**Regular Board of Commissioner Meeting Minutes**  
**February 26, 2024 - 4:00 p.m.**

The regular meeting of the Housing Authority of the City of Cape May (CMHA) was held February 26, 2024, 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 Chairperson Lafferty who requested everyone rise for the Pledge of Allegiance.

Chair Lafferty read the Sunshine Law.

Upon roll call those presents were:

Chairperson Keith Lafferty	(in person)
Vice-Chair Patricia Hodgetts	(in person)
Commissioner Dr. Martz	(in person 4:05pm)
Commissioner Laurel Nuschke	(via TEAMS)
Commissioner Lynda Towns	(in person)
Commissioner Dr. Traficante	(in person)

Commissioner not present: Victor Faison

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

There were no members of the public attending the meeting.

**Minutes**

Chairperson Lafferty requested a motion to approve the Regular Meeting from January 29, 2024, Board Meeting. A motion was made by Commissioner Vice-Chair Hodgetts and seconded by Commissioner Traficante. The following vote was taken:

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

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

Ms. Avena presented the four months ending January 31, 2024, Income & Expense Statement.

**Executive Director's Report:**

Ms. Jones reported one vacancy on Broad Street Court. She continued that the Authority would explore the possibility of reopening the Waiting List after a review and purging of the current applicants.

**PLAYGROUND PAVILLION EQUIPMENT:**

The playground equipment has been delivered and is ready to be installed, weather permitting, in April.

Concerning the question of whether we anticipate any issue with the ground where the equipment will be installed, Ms. Jones responded no, but if needed those issues will be addressed.

**JCP&L:**

Ms. Jones provided an updated status regarding the JCP&L Agreement. There are two open issues which Mark Asselta has been collaborating with the Attorney from HUD Newark. These are deal breakers and HUD Washington will not sign off on these two issues due to the language. This means the issues will have to be presented to JCP&L to make sure they agree with what Mark Asselta has proposed for the new language. If JCP&L agrees, the agreement will go back to HUD Newark, then to HUD Washington.

Ms. Jones indicated more than likely, Mr. Conway, although semi-retired, will be working with Mark on the proposed language.

In response to Chairperson Lafferty's inquiry as to whether communications are ongoing with the City Attorney, Ms. Jones stated that Mark is diligent in keeping them informed as a means of moving this forward including getting the environmental review record signed by the Mayor.

Chairperson Lafferty also advised that this issue continues to impact other City projects.

With respect to an estimated timeline, Ms. Jones noted the City has met with the special attorney for affordable housing and the next step is to arrange a meeting with the Authority; however, she will follow up for a status update with respect to the proposed meeting with the Authority.

**REVITALIZATION PROGRAM:**

Ms. Jones addressed the RFP process for redevelopment. As a result of the need to change the approach for this project, Authority Consultant, Rick Ginnetti, will reassess the process but should be available to discuss the matter at the next Board Meeting.

Chairperson Lafferty reported that he did give the City Manager, Paul Dietric a tour of the site.

**Resolution #2024-05**  
**Resolution Approving February 2024 Expenses**

Chairperson Lafferty called for a motion to approve Resolution 2024-05. A motion was made by Vice-Chair Hodgetts Nuschke, seconded by Commissioner Traficante.

The following vote was taken:

Chairperson Keith Lafferty	(Yes)
Vice-Chair Patricia Hodgetts	(Yes)
Commissioner Dr. Martz	(Yes)
Commissioner Laurel Nuschke	(Yes)
Commissioner Lynda Towns	(Yes)
Commissioner Dr. Traficante	(Yes)

**Resolution #2024-06**  
**Resolution Adopting 2023-2024 Budget**

Ms. Jones presented a quick explanation stating normally this adoption happens a lot sooner. The Board approved the year ending 2024 budget in July 2023. Then it goes to the State for approval then it comes back to the Authority for adoption, which is normally in September or October. However, the State has a new portal system whereby the budget gets uploaded, but the Stated did not check the portal so that is why it is so late. It is the same exact budget nothing has changed from the approved budget.

Chairperson Lafferty called for a motion to approve Resolution 2024-06. A motion was made by Commissioner Traficante seconded by Vice-Chair Hodgetts.

The following vote was taken:

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

**Resolution #2024-07**  
**Resolution Approving Flooring Replacement**

Ms. Jones advised the intention was to replace the flooring in this building through the revitalization project, however we do not have three years or so to wait. So, we would like to replace the flooring in the entire Lafayette Offices. Carpeting in the offices, but in the outer areas and the conference rooms it will be a luxury vinyl type product that will be cleaner since these areas experience a lot of usage with the children's programs and it is hard to clean the carpeting between the spillage of drinks and paints.

Also, for the entrance and lobby areas we are proposing a different type of carpeting, a scruffy kind of carpeting so you do not need extra carpeting over the existing carpets.

The next plan is to replace the tables with rolling tables for the Cape May Cares activities.

This vendor is a State Contract Vendor which means we do not have to go out for a bid. We have had excellent results with this company in other locations.

Regarding the cost, this type of renovation has not been done in approximately 30 years. The Authority has the funds to proceed with this project.

Chairperson Lafferty called for a motion to approve Resolution 2024-07. A motion was made by Vice-Chair Hodgetts seconded by Commissioner Traficante.

The following vote was taken:

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

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

With no further business to discuss, Chairperson Keith Lafferty entertained a motion for adjournment of the Regular Meeting. A motion was made by Vice-Chair Hodgetts; seconded by Commissioner Traficante. The Board Members unanimously carried the vote present. The Regular Meeting of the Board of Commissioners was adjourned at 4:25pm.

Respectfully submitted,



Jacqueline S. Jones  
Secretary