

**Housing Authority of the City of Cape May**  
**Regular Board of Commissioner Meeting Minutes**  
**January 23, 2023 - 4:00 p.m.**

The regular meeting of the Housing Authority of the City of Cape May (CMHA) was held January 23, 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-Chairperson Patricia Hodgetts	(in person)
Commissioner Dr. Patricia Martz	(in person)
Commissioner Laurel Nuschke	(in person)
Commissioner Lynda Towns	(via zoom)
Commissioner Dr. Christopher Traficante	(in person)

Commissioners Victor Faison was not present at this meeting.

Also, present were Jacqueline Jones, Executive Director, Rick Ginnetti, Consultant, 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 December 19, 2022, Board Meeting. A motion was made by Vice-Chair Hodgetts and seconded by Commissioner Nuschke. The following vote was taken:

Chairman Dr. Keith Lafferty	(Yes)
Vice-Chairperson Patti Hodgetts	(Yes)
Commissioner Dr. Patricia Martz	(Yes)
Commissioner Laurel Nuschke	(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 three-month ending December 31, 2022.

**Executive Director's Report:**

Ms. Jones indicated she would address several items during the review of Resolutions then turned the meeting over to Rick Ginnetti, Consultant, for an update on the status of the JCP&L Agreement.

**Consultant Report:**

Mr. Ginnetti presented a review as follows:

- June 2022 the Board approved the Agreement with JCP&L.
  - July 2022 the package was submitted to HUD.
  - August 202 HUD requests additional information, CMHA provides same. HUD also requested P58 Environmental Review. A provider was engaged; after some discussions with JCP&L they agreed to pay for this expense as well as legal/consultant fees.
  - December 2022 Environmental Review is completed.
  - January 2023 Environmental Review submitted to HUD.
  - January 2023 HUD requests more information that was provided to them on January 12, 2023.
- Ms. Jones advised HUD requested the original Declaration of Trust.

Mr. Ginnetti also indicated that HUD has assigned a new Engineer to the project therefore there may be a little catchup time needed before everything is approved by HUD.

Chairman Lafferty inquired as to when JCP&L would issue payment to the CMHA. Mr. Ginnetti replied once JCP&L receives the signed Settlement Agreement documents.

Ms. Jones stated that the Board would be going into Executive Session to review the revised revitalization designs submitted by the Architect.

Chairman Lafferty called for a motion to approve Resolution 2023-05 Executive Session. A motion was made by Commissioner Traficante; seconded by Vice-Chair Hodgetts. Commissioner Nuschke pointed out that the Resolution should read 2023-05 not 2022-05.

The Board entered into Executive Session at 4:15p.m.

At 4:54pm the Board resumed the public meeting.

Attorney Watson stated the Board was in Executive Session to discuss matters that fall under attorney-client privilege as well as process privilege and other issues that may impact the Board Policy on certain events or Board position on certain events that may be conveyed in a more formal decision later. Minutes of the Executive Session will be kept confidential until the need for confidentiality is no longer present; however, at all times statements that fall under the attorney-client privilege will not be disclosed and will be redacted from the production of any such Executive Session minutes.

Ms. Jones turned the meeting over to Chairman Lafferty to address Resolution 2023-04 Purchase Playground & Pavilion.

Chairman Lafferty distributed a letter from Cape May Cares dated January 5, 2023, stating that the Organization is pledging an initial donation of \$30,000.00 to the Housing Authority playground and pavilion construction fund. He also distributed pictures of the proposed playground equipment and Pavilion. He noted that a meeting will be held with the Playground Committee who will select colors that will match the Craftsman Style.

Ms. Jones responded to Commissioner Nuschke's question concerning how much the Authority will be funding for this project. She indicated this resolution is asking for approval to spend up to \$130,000.00, that's not in addition to the \$30,000.00 donation from Cape May Cares. The Authority has a cost on the playground equipment, surfacing and fencing at about \$84,000.00. This leaves about \$46,000.00 for the pavilion as well as the concrete floor. Therefore, whatever Cape May Cares contributes will reduce the cost to the Authority. Currently, the Authority has approximately \$200,000.00 available from future Capital Funding.

Chairman Lafferty then responded to Commissioner Martz's inquiry concerning future fundraising events indicating that Cape May Cares is campaigning very hard with local business leaders with the anticipation that future funding will be forthcoming.

Chairman Lafferty then addresses the resolutions for approval as follows:

**Resolution #2023-01**  
**Resolution Approving January 2023 Expenses**

Chairman Dr. Keith Lafferty called for a motion to approve Resolution 2023-01. 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 Dr. Patricia Martz	(Yes)
Commissioner Laurel Nuschke	(Yes)
Commissioner Lynda Towns	(Yes)
Commissioner Dr. Christopher Traficante	(Yes)

**Resolution #2023-02**  
**Resolution Approving 2023 Flat Rent Schedule**

Ms. Jones advised the Board that she was making a correction on Resolution 2023-02, 4<sup>th</sup> paragraph, the 90% of the Fair Market Rate should read 80% of the Fair Market Rate.

Chairman Dr. Keith Lafferty called for a motion to approve Resolution 2023-02. A motion was made by Commissioner Traficante; seconded by Vice-Chair Hodgetts.

The following vote was taken:

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

**Resolution #2023-03**  
**Resolution Approving Risk Management Consultant**

Chairman Dr. Keith Lafferty called for a motion to approve Resolution 2023-03. A motion was made by Commissioner Traficante; seconded by Commissioner Martz.

Ms. Jones advised the Board that the JIF Insurance Company recommends that the Housing Authorities have a consultant whose fee comes out of the JIF Premium. She further advised that this Company would be replacing the current Consultant Marsh McClellan. This Consultant, Thomas Heist Agency, understands the JIF requirements as it relates to redevelopment.

The following vote was taken:

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

**Resolution #2023-04**

**Resolution Authorizing Purchase of Playground and Pavilion**

Chairman Dr. Keith Lafferty called for a motion to approve Resolution 2023-04. 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 Dr. Patricia Martz	(Yes)
Commissioner Laurel Nuschke	(Yes)
Commissioner Lynda Towns	(Yes)
Commissioner Dr. Christopher Traficante	(Yes)

**Resolution #2023-05**

**Resolution Authorizing Executive Session**

Chairman Dr. Keith Lafferty called for a motion to approve Resolution 2023-05. A motion was made by Commissioner Traficante; seconded by Vice-Chair Hodgetts. Commissioner Nuschke pointed out that the Resolution should read 2023-05 not 2022-05.

The following vote was taken:

Chairman Dr. Keith Lafferty	(Yes)
Vice-Chairperson Patti Hodgetts	(Yes)
Commissioner Dr. Patricia Martz	(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 Vice-Chair Hodgetts; seconded by Commissioner Nuschke. The Board Members unanimously carried the vote present. The Regular Meeting of the Board of Commissioners was adjourned at 5:10p.m.

Respectfully submitted,



Jacqueline S. Jones  
Secretary/Treasurer