

Board of Commissioners – Housing Authority of the Town of Morristown
Board Meeting Minutes
23 Clyde Potts Drive, Marion Sally Resident Center, Morristown, NJ 07960
November 27, 2023 – 6:00 pm

Board of Commissioners

Martha Ballard, Chairperson
Luma Oweis, Vice Chairperson
Nohemy Zabala, Commissioner – Phone @ 6:15 pm
Tina Lindsey, Commissioner
Eva Turbiner, Commissioner
Derrick McCoy, Commissioner

Housing Authority

Keith Kinard, Executive Director
Allison Durham, Deputy Director
Frank Borin, Esq., MHA General Counsel Office

Town of Morristown Officials

Mayor Timothy Dougherty
Councilman Robert Iannaccone

Orbach Affordable Housing Solutions LLC

Jaime Birman, Director of Construction
Jose Valezquez, Associate Director of Operations
Marjorie Viruet, Community Property Manager

Call to Order

Chairperson Ballard called the meeting to order at 6:05 p.m. The meeting was properly noticed under the New Jersey Open Public Meetings Act. Roll call was taken and Chairwoman Ballard, Commissioners Oweis, Turbiner, McCoy, and Lindsey was present. Commissioners Zabala was absent until 6:15 pm.

Pledge of Allegiance - Moment of Silence Observed

The flag was observed.

Approval of Regular Meeting Minutes Summary–October 23, 2023

Commissioner Lindsey motioned and Commissioner Oweis seconded to approve the October 23, 2023 Regular Meeting Minutes Summary. Chairwoman Ballard, Commissioners Oweis, Turbiner, McCoy and Lindsey voted in favor. Commissioner McCoy motioned and Commissioner Lindsey seconded to approve the October 23, 2023 Annual Meeting Minutes summary. Chairwoman Ballard, Commissioners Oweis, Turbiner, McCoy and Lindsey voted in favor.

Executive Director Report

Mr. Kinard reported on the following items:

1. **Aspire Award:** MHA received its official award letter from New Jersey Economic Development Authority (NJEDA) approving our tax credit application with partner OAHs Manahan Village in the amount of \$24,673,846 (gross amount), net amount equals \$16 Million. The Manahan renovations will continue through 2024 and these proceeds helps to assist with cost of the work.

2. **Resident Services Activities:** Due to the renovation work there has been limited activities at 31 and 39 Early Street. At the Marion Sally Center a homework snack club is held every Monday thru Wednesday; a Thanksgiving gathering with baked goods and raffles was held; thanks to Jessica Williamson who donated 15 baskets of food and turkey for Manahan Village residents; also thanking Kathy Ellis from Chabad, Southeast Morris County for donating warm meals to residents at home. December will have a number of activities including Delta Sorority holiday party, a toy drive is planned for December 15th from 4-6pm (donations currently being accepted). At 29 Ann Street a holiday bake and bingo event on December 6th and a Winter Wonderland dinner on December 20th, a fitness class on December 7th and December 14th, Zumba classes on December 5th and 12th, a creature comfort/pet therapy event.
3. **Security:** A post summer follow-up meeting was held at the South Street location between OAHS management and Morristown Police to discuss various measures to work together.
4. **RAD Update:** Expect the senior buildings at 31 and 39 Early to be complete by December 31, 2023. The mailrooms are complete, the community rooms and public bathrooms have shaped up nicely and new intercom system at both buildings has been installed. The November 7th election was held at 39 Early Street with no interruptions. The goal for Manahan is to complete 88 apartments and then move to completing the balance of apartments in 2024 including the grounds, common spaces, and trash/dumpster receptacle enclosures.
5. Mr. Kinard further commented to Commissioner Turbiner that the \$16 Million Aspire award are funds that will go to the MHA not the developer, were not budgeted into this year's budget as the funds were not received yet, and re part of the 30 million dollars previously mentioned.

Board Committee Reports

None

Old Business

None

Resolutions

- 2023-018 Resolution: Schedule of Bills as of November 20, 2023.

Commissioner Turbiner motioned and Commissioner Oweis seconded the approval of the Schedule of Bills resolution. Chairwoman Ballard, Commissioners Oweis, Turbiner, McCoy, and Lindsey voted in favor.

- 2023-019 Resolution: Approve Disposition of Assets Not for Public Use - Per Procurement Policy

Commissioner Ballard motioned and Commissioner McCoy seconded the approval. Chairwoman Ballard, Commissioners Oweis, Turbiner, McCoy, and Lindsey voted in favor.

- 2023-020 Resolution: FY2021-2022 Annual Audit HUD Submission

All Commissioners voted to table this resolution until after a review meeting with Auditor.

- 2023-2021 Resolution: FY2021-2022 Annual Audit State of New Jersey Submission

All Commissioners voted to table this resolution until after a review meeting with Auditor.

- 2023-2022 Resolution: Revised Board By-Laws – Board Committees

Chairwoman Ballard motioned and Commissioner McCoy seconded the approval.

Chairwoman Ballard, Commissioners Oweis, Turbiner, McCoy, Lindsey and Zabala voted in favor.

Public Comments

1. Corine Thomas, 10-01 Clyde Potts Drive: No window shades in apartment and not enough shelves in closets, the cable wires were cut to the apartment, no internet when she returned to the apartment for the kids to do homework online and residents need to be treated with respect.

2. Sue Harris, 9-06 Flagler: There are people trying to build a structure with pallets in the wood area next to her building.
3. Chante Hylton, 5 Clyde Potts Court: Furniture in living room and dining room were ruined in September due to severe leak from bathroom upstairs. Has not been credited or reimbursed for damage to furniture yet. She has felt disrespected by management staff, getting the runaround from them.
4. Wanda Kennedy, 27-02 Clyde Potts Drive: No front door key given to her. No heat in her daughter's bedroom and living room.
5. Ms. Charlene, 34-09 Flagler Street: Constant flooding in the hallway outside her apartment. Most the flooding is occurring in apartment #10. She was told it is from the tenant upstairs using a washing machine that is not set up correctly.
6. Sharitha Dawkins, 31-05 Clyde Potts Drive: After her relocation back to apartment she is missing several items including her laptop and boxes containing her son's clothing and her couch was damaged. She has completed claim for these items. When will she be compensated for the loss? In addition, when she calls in for a work order she gets no response and no work order #, have to keep calling multiple times for a work order. Her freezer is not working; the stairs look a mess, paint on the floor, spots of patching on the walls; ac/heat unit does not work, no screens installed at apartment.
7. Annette Dunning, 14-04 Clyde Potts Drive: The apartment was not properly cleaned when she moved in. The front door looks beat up, there is a hole in the wall, no soap dish, no toothbrush holder, kitchen cabinets are too high for her, no railing for the front steps, she did not receive any instructions on how to use the new appliances, she calls the office but no one has come out to the apartment; no one answers telephone during business hours.
8. Tawanna Cotton, 30 Flagler Street: When will residents start getting rental statements again to help them track charges and payments and catch mistakes sooner. Can an online rent payment system be set up, how long does it take for OAHS to deposit rental checks (it appears to take a long time), Is there a limit to the number of space heaters tenants are given when there is a heat issue, what is the process for getting a voucher to move, is there any discussion about partnering with a homeownership organization to give seminars for residents to use their voucher to buy a house.
9. Lenore Harris, 32-10 Flagler Street: No hot water especially in the a.m. No heat in bathroom.
10. Tashia Davis, 28-02 Flagler Street: Leak in bathroom ceiling, stove smells like gas when on.
11. Naya Jones, 32-05 Flagler Street: No heat in both bedrooms.
12. Wanitta Wilfong, 31 Clyde Potts Drive Apt. 4: no heat and hold under kitchen sink. Follow-up phone call: Maintenance fixed the hole under kit. sink.
13. Lowanda Nobles, 27-02 Clyde Potts Drive: House smells of sewage when she returned to renovated apartment, she has sent emails to Marjorie but nothing gets done and a pipe in her bathroom is rusted over.
14. Lillian Clary, 30-04 Flagler Street: Heating issues.
15. Katie Robinson, 14-01 Clyde Potts Drive: Kitchen cabinet drawer is loose, upstairs door won't close, kitchen door is backwards, no railing for outside steps.
- Marjorie Viruet, Community Property Manager: Rent is deposited the next day, if not, at least within a 48-hour time frame; online payments may be a feature in future; space heaters during emergency situations would be provided for each bedroom and the living room but OAHS does not have enough space heaters on hand to deal with all the no-heat issues. As to the telephone, staff

may be on another call or with other residents and cannot answer calls. Finally, residents may call or stop in to place a work order.

- Jaime Birman, OAHS Director of Construction: Wasn't aware of several heating issues at various apartments, all boilers are on and running, heat should be by baseboard/radiators. Storage capacity was not removed to his knowledge; however, some space was used to install new dishwasher, microwave, laundry washers and dryers in the apartments. The plan was not to remove shelves in closets but will review this matter to ensure they are replaced. Any missing items during the relocation process please contact the Housing Opportunities Unlimited (HOU) representative to process claims directly with them. Construction team will work harder to ensure the renovated apartments are properly cleaned before tenants return.
- Jose Velazquez, Associate Director of Operations: There is a work order system in place for issues during the day and there is a different system for after hour calls. OAHS will make sure to address the issues noted at this meeting and visit all the residents after obtaining their name, address and phone number tonight.
- Keith Kinard, Executive Director: Requested that OAHS staff goes to each apartment to address any heat matters starting the day after meeting. A quality control system needs to be in place for the work order system which is directly the responsibility of OAHS and ensuring that maintenance issues are addressed is MHA's role as Contract Administrator/Asset Manager - Also requested a work order report outlining who, what, where, when and completion details.

Mayor's Comments

Thanked Tawanna Cotton for her service as Town Councilmember and welcomed Tina Lindsey as a new Councilperson. Congratulated Mr. Kinard on achieving a clean audit as it is hard to achieve. A meeting was held with Town construction officials to inspect before move-in to ensure all is working and a Certificate of Occupancy is required for the apartments. The Town doesn't want to necessarily do this but the sheer volume of issues coming from 80 units of work, requires special attention. Suggest an advocate to work with Orbach to make sure they're doing the job. Glad that security is being put in place at the senior buildings at least at Early Street. Quality of life is important for the residents and management needs to understand, the issues must be addressed. His office will be following-up on the matters discussed tonight. Residents may call his office for matters they feel are not being addressed. Reminder that December 13th is the Town Senior Holiday party.

Council Liaison's Comments –Robert Iannaccone

After the RAD is complete the apartments are not traditional voucher units and believes the voices representatives of each community development and the traditional voucher program, which is not adequately represented, is needed to ensure the quality of their housing is addressed.

New Business

None.

Adjournment

Prior to adjournment, Chairwoman Ballard stated that the next Board meeting will be held again at Manahan Village, Marion Sally Resident Center on Monday, December 18, 2023. With no further business, Commissioner Lindsey motioned and Commissioner Oweis seconded a motion to adjourn the meeting. All Commissioners voted yes to adjourn at 7:18 pm.