

**Board of Commissioners – Housing Authority of the Town of Morristown**  
**Zoom Meeting Minutes - Meeting ID 899 5835 5777, Passcode: 191443**  
or via Phone 1-646-876-9923

**April 25, 2022**

**Board of Commissioners**

Maureen Denman, Chairwoman  
Martha Ballard, Vice Chair  
Luma Oweis, Commissioner  
Eva Turbiner, Commissioner  
Nohemy Zabala, Commissioner  
Tina Lindsey, Commissioner  
Kenneth McPherson, Commissioner

**Housing Authority**

Keith Kinard, Executive Director  
Allison Durham, Deputy Director  
Frank Borin, Esq., DeCotiis, FitzPatrick & Cole, LLP  
Diana Smith, Chief Financial Officer  
Makeba Barnes, Social Services Coordinator

**Town of Morristown Officials**

Mayor Timothy Dougherty – Absent  
Pastor David Silva, Council Liaison

**Call to Order**

Chairwoman Denman called the meeting to order at 6:07 p.m. The meeting was properly noticed under the New Jersey Open Public Meetings Act. Roll call was taken and Chairwoman Denman, Commissioners Ballard, Oweis, Turbiner, Lindsey, Zabala and McPherson were present. The flag was saluted.

**Pledge of Allegiance**

**Moment of Silence Observed**

**Approval of Minutes – March 28, 2022**

Upon a motion by Commissioner Ballard and seconded by Commissioner Oweis, the minutes of the March 28, 2022 Board Meeting were approved. Chairwoman Denman, Commissioners Ballard, Oweis, Turbiner, Lindsey, Zabala and McPherson voted in favor.

**Executive Director Report**

Mr. Kinard reported on the following items:

1. **Weather Changes:** Noted that this is time of the year when the weather changes from low to high temperatures but the agency is continuously monitoring the weather to turn

the heat up, down or off for resident comfort. He asked that residents bear with the agency as we go thru this every year.

2. **RAD Update:** Residents are in the process of relocating to the Hyatt House Hoetel so renovations can begin inside the units at 29 Ann Street on the fifth floor. The relocation will be for at a minimum of 2 weeks for some and 8 weeks for others. We are preparing to have a meeting at Manahan Village in May to update the residents on the RAD project for that site. Other work related to RAD has started with roofing work at 39 Early Street as well.
3. **Social Services:** Our social services team held several events this past month at the senior buildings. They also have been assisting residents to sign up for SNAP, Medicaid and low-cost cable and internet. We had a hearing doctor do hearing tests for seniors. At the Marion Sally Resident Center, they have been meeting with several social service providers to conduct programs at the center. We are planning to gear programs towards youth, families and economic independence. Two space lease agreements resolutions are being presented tonight for service providers.

Chairwoman Denman noted a representative is present from Let's Come Together and the Boxing Program in relation to the resolutions being considered tonight. Chairwoman suggested the Board take a tour of the model unit completed at 29 Ann Street on Thursday and then over to view the refurbished boxing/fitness area at 8 Flagler Street. The Chair also noted that the representative from Housing Opportunities Unlimited (HOU) is always on site at 29 Ann Street and when she has been at the building, she has been getting good feedback on the anticipated work at the building and the unit from the residents.

### **Board Committee Reports**

Chairwoman Denman reported that the finance committee meeting was held with Diana Smith, MHA, CFO. The finance budget to actual report shows our fiscal year from 10/1/2021 to 9/30/2022 so it continues to show full funds for all sites coming to MHA; however, the senior funds are being sent to OAHS in accordance to our RAD agreement for their management. Commissioner Oweis noted that the next budget to actual report will show what's directed to OAHS and what belongs to Manahan. Commissioner Turbiner asked will all the activities then be shown under the Voucher program in the future. Diana Smith responded, yes, it will.

### **Old Business**

None.

### **Resolutions**

#### **- 2022-011 Resolution: Schedule of Bills as of April 21, 2022**

Motion to move by Commissioner McPherson and seconded by Commissioner Zabala. Chairwoman Denman, Commissioners Ballard, Oweis, Turbiner, Zabala, Lindsey and McPherson voted in favor.

#### **- 2022-012 Resolution: Lease Agreement with Homeboys Boxing Club**

Chairwoman Denman asked if an insurance certificate was provided for the program. *Yes, insurance certificate was provided.* Commissioner Oweis asked what specifically will be offered by the organization? How as the rent established? *The program was previously run by the*

*Neighborhood House and the plan is to engage youths in activities there and it is offered to MHA residents and the surrounding the community as well. The lease request that at least 25% of participants be Manahan residents. Rent was established as a nominal fee to off-set cost in the location (gas, water, electric). How will participation be monitored? Sign-in sheets and the space is monitored by cameras in each room. Chairwoman Denman noted that the Board did approve for the boxing/fitness area to be re-opened and funds be allocated to renovate the space. Asked if there will be liability or waiver forms for participants to sign off on? Ms. Hairston thank Mr. Kinard and Ms. Durham and the Town of Morristown for their assistance on putting the plan together to get this program active. Also noted that the program will have appropriate waivers forms in place and work with the Town to market the program to residents. Commissioner Zabala asked if the program will be free to residents? Ms. Hairston noted that the programs will be free to Manahan residents and that the staff are all volunteers. Motion to approve by Commissioner Zabala and seconded by Commissioner Lindsey. Chairwoman Denman, Commissioners Ballard, Oweis, Turbiner, Zabala, Lindsey and McPherson voted in favor.*

**- 2022-013 Resolution: Let's Come Together Lease Agreement**

MHA Social Services Coordinator, Makeba Barnes, noted that the organization plans to engage youth in activities at the Marion Sally Resident Center. The rent was set based on the square footage space being leased in the facility at a slightly below-market rate dollar amount. Commissioner Turbiner noted that lease cost is important but it appears the goal here to provide services for residents. Also noted that organization vetting is important and that organizations have the appropriate insurance coverage because that's the biggest issue for youth programs. Chairwoman Denman noted that residents at Manahan Village are thrilled to have social services team at the site to address the social service needs of the community. Mr. Pierce noted that the plan is to do several activities for the kids and separate them by age. The organization plans to use art and sewing instructions at the facility. Mentioned also the three events held last year, boxing at Cauldwell Park, Fun Day for the kids with music and a violinist, and an art show for the community, all at no cost to the participants. Motion to approve by Commissioner Oweis and seconded by Commissioner Ballard. Chairwoman Denman, Commissioners Ballard, Oweis, Turbiner, Zabala, Lindsey and McPherson voted in favor.

**New Business**

None.

**Public Comments**

Commissioner Oweis motioned and Commissioner Lindsey seconded to leave business section and open for public comments.

1. Lenore Scott on behalf of Zeller Homewood, 29 Ann Street Apt. 203: a. Tour of the model unit at Ann Street, if that for residents and when? Will there be a time for residents to view in the future? *Residents are not permitted to view the model unit at this time. We are attempting to keep very few people in the area as it is a construction zone right now. Can residents see the pictures of renderings of the units? Is it available online? MHA does not have either the model unit or the architectural renderings on our website. Why such a variance of time to complete the renovations between 2 to 8 weeks? Some units will require ADA renovations which take longer to complete.*

With no further public comments, Commissioner Oweis motioned and Commissioner Zabala second, all voted in favor to close the public hearing section.

**Mavor's Comments**

Absent

**Council Liaison's Comments – Pastor Silva**

Pastor Silva noted that he had previously spoke to Mr. Kinard about the vision of improving the quality of life of residents in a variety of aspects and everything that has been approved and said in this meeting shows that Mr. Kinard is fulfilling that vision. Will the heating system be changed through the RAD project? *Yes, there be an entire overhaul of the system at the sites. All the units will include a P-TAC (Packaged Terminal Air-Conditioners/a type of ductless cooling and heating unit) system that will provide both extra heat and/or cooling inside that a resident will be able to control themselves. The current heating radiators will remain in the units as well.* What is the approximate date work will start in the apartments at Ann Street? *Work will start in the units in early May.* Are the service providers Let's Come Together and Homeboys Boxing Club both non-profits? *Let's Come Together is a 501C and Homeboys Boxing Club is seeking to get that status.* Will any members of the Town Council be invited to tour the model unit at Ann Street? *We would like to invite the Council; however, because it's a construction zone, we would prefer to get more work done before we bring them to see the changes. Then provide a more public tour of the work.* Chairwoman Denman noted that the work right now is really a blank canvas and we would like to set a time most appropriate for touring at a later date.

**Adjournment**

With no further business all Ballard motioned to approved and Commissioner Lindsey seconded, all Commissioners voted in favor to adjourn the meeting at 7:09 pm.