

**Board of Commissioners – Housing Authority of the Town of Morristown
Board Meeting Minutes**

January 23, 2023

Board of Commissioners

Martha Ballard, Chairperson
Luma Oweis, Vice Chairperson - Absent
Nohemy Zabala, Commissioner
Tina Lindsey, Commissioner
Eva Turbiner, Commissioner
Derrick McCoy, Commissioner
Laura Lutz, Commissioner

Housing Authority

Keith Kinard, Executive Director
Allison Durham, Deputy Director
Frank Borin, MHA General Counsel via Zoom

Town of Morristown Officials

Mayor Timothy Dougherty – Absent
Mr. Robert Iannaccone, Town Council Liaison

Call to Order

Chairperson Ballard called the meeting to order at 6:04 p.m. The meeting was properly noticed under the New Jersey Open Public Meetings Act. Roll call was taken and Chairwoman Ballard, Commissioners Lindsey, Turbiner, Zabala, McCoy, and Lutz were present. The flag was observed.

Pledge of Allegiance

Moment of Silence Observed

Approval of Meeting Minutes – December 19, 2022

Upon a motion by Commissioner Lindsey and seconded by Commissioner McCoy, the minutes of the December 19, 2022 Board Meeting were approved. Chairwoman Ballard, Commissioners Lindsey, Turbiner, Zabala, and McCoy voted in favor. Commissioner Lutz abstained.

Executive Director Report

Mr. Kinard reported on the following items:

- 1. Mayor Visit:** Mayor Dougherty stopped by the senior buildings in Mid-December to check on the progress of the work at 31 Early Street and 39 Early Street. He visited with a few residents whose units were complete and some who were getting ready to be relocated to the hotel. He also got an upfront and personal view of the façade work at 39 Early by getting up on a construction crane with the construction crew. There is a complete video of his visit on the Mayor’s Facebook page. Overall, the Mayor appeared to be pleased with the progress so far. He is looking forward to a reception at 29 Ann Street to celebrate the extensive renovations that occurred there. Once a date has been determined, we will let the Board know.

2. **RAD Update:** Construction progress continues to move ahead quickly at 31 Early and 39 Early. We currently have 20 households from 31 Early Street from the 4th and 3rd floors at the hotel as their units are getting renovated. There will be some information sessions held next month at 29 Ann Street regarding the newly installed electronics in their apartments and for residents to discuss any other questions or concerns they may have. This meeting will be conducted in conjunction with the property management company, OAH Senior Village LLC.
3. **Social Service Department:** The social service team continues to work with several organizations to bring programs to Manahan Village Resident Center. Renovations are loosely scheduled to begin around June of 2023 at Manahan Village. Because of the renovations occurring at 31 Early and 39 Early, all activities in the community rooms are suspended for now. However, the team is bringing activities to 29 Ann Street. A calendar for February 2023 will be sent to the Board this week.
4. **Morristown Community Development Corporation:** The Executive Director of MCDC has been given an opportunity to negotiate with the George Street Commons developer (18 total units of which 70% are substantially complete). It's been in the making for 10, 15 years or so for many reasons. MCDC is interested in performing due diligence on the project and potentially the development and turning it affordable. It is currently slated for market rate. If they are able to purchase it, they would make all 18 units affordable with Section 8 vouchers. There are still a lot of construction and permitting issues associated with the development. In addition, MCDC is developing a general Request for Qualifications to invite developers with land and/or buildings planning to construct residential housing in Morristown who need to also include an affordable housing component. This will help MCDC identify developers in need of affordable housing options including a percentage of funding for affordable housing in their project. Also, MCDC is exploring Community Housing Development Organization (CHDO) status. CHDO is a private, non-profit community-based organization that, among other things, can obtain HOME funds from Municipalities that are required to provide up to 15% of their HOME funds to such entities. This is a designation we are reviewing and will be responding back to the MCDC Board about once we've completed our review of the potential of obtaining this status for MCDC. MCDC is also reviewing the ASPIRE Funds through the Economic Development Authority. The application process and regulations around this Fund are complicated and MCDC hopes to determine if any future projects taken on by MCDC qualify for CHDO or potentially ASPIRE Funds for affordable housing development activity in Morristown.
5. **MHA Finance:** We're in the process of obtaining a new CFO for the agency. We have narrowed it down to two candidates and we hope to get a match. We are in need of a CFO to help navigate through HUD, RAD and general transactions on a regular basis. We've looked at our General Operations accounts which are primarily located at Provident Bank and also Lakeland Bank. The Lakeland account was opened to keep our RAD transactions funds separate from our general operational funds to avoid comingling. Our account at Provident we reviewed our activities related to income and expenses from the last quarters of 2021 and 2022. We were able to determine that in 2022, we had a more stable level of revenue coming in compared to 2021 and we've steadily been decreasing expenses in 2022 compared to 2021. Most of this due to the senior buildings being transitioned under RAD; therefore, operational expenses have decreased since closing on those buildings. We remain in good shape in terms

of meeting our budget needs during our last quarter of 2022. At Lakeland Bank we currently have approximately \$13 Million in our account related primarily to the partnership acquisition. This is up from the two-million-dollar mark that the MHA has averaged in its accounts traditionally. The remaining property acquisition funds are slated to come to MHA over a period of time over the years due to the nature of the transactions, the ASPIRE fund regulations and other factors.

Board Committee Reports

None

Old Business

None

Resolutions

- 2023-001 Resolution: Schedule of Bills as of January 5, 2023

Commissioner Ballard motioned, Seconded by Commissioner Lindsey. Commissioners Ballard, Lindsey, McCoy, Turbiner, and Zabala voted Yes. Commissioner Lutz abstained. The Resolution passed.

- 2023-002 Resolution: Operating Software Contract – Management Computer Services Inc.

Commissioner Turbiner motioned, Seconded by Commissioner McCoy. Commissioners Ballard, Lindsey, McCoy, Turbiner, Zabala voted Yes. Commissioner Lutz abstained. The Resolution passed.

- 2023-003 Resolution: Amend Board of Commissioner By-Laws Language on Meeting Schedule

Commissioner Lindsey motioned, Seconded by Commissioner Ballard. Commissioners Ballard, Lindsey, McCoy, Turbiner, Zabala and Lutz voted yes. The Resolution passed.

- 2023-004 Resolution: Change the September 2023 Board Meeting Date

Commissioner Lindsey motioned, Seconded by Commissioner Ballard. Commissioners Ballard, Lindsey, McCoy voted No. Commissioners Turbiner, Zabala and Lutz voted Yes. The Resolution did not pass. Mr. Kinard read into the record a letter written by Commissioner Oweis related to this resolution, noting it is her view to not have the September 2023 Board meeting changed as the reliability and consistency of the schedule allows for arranging other challenging responsibilities including work and family.

New Business

None

Public Comments

Chairwoman Ballard read into the record the public comments statement. Sharita Dawkins, 31-05 Clyde Potts Drive, reported mice in her unit. Asked for maintenance to be sent to close up holes in her apartment. Also asked that the general laundry room on site be cleaned consistently. Mr. Kinard noted that Ms. Robinson is the local attendant and has been great with opening and closing the facility.

Mayor's Comments

Absent

Council Liaison's Comments –Robert Iannaccone

Councilman Iannaccone stated he was appointed to serve as the Housing Authority Council Liaison with the role of keeping MHA's Board updated on any Town Council activities that may affect the Housing Authority. He stated that he and other Town Council members are interested in learning more about the Housing Authority's role after it transitions through RAD. He noted that the Town's primary role with the MHA rest in appointing a majority of its Board members. does have direct authority over MHA other than the Town Council appointing Board members. He is also interested in learning more about the new entity created by the MHA, the Morristown Community Development Corporation (MCDC) including its goals and plans for the future and what authority and relation that MHA has with MCDC. He and other Council members are looking closely at making sure there is enough affordable housing in Morristown. He looks forward to meeting with Mr. Kinard to get a clearer understanding.

Adjournment

With no further business Commissioner Zabala motioned and Commissioner Lindsey seconded an adjournment and all Commissioners voted in favor of adjourn of the meeting at 6:51pm.