

**MINUTES**

**GLOUCESTER TOWNSHIP HOUSING AUTHORITY**

**REGULAR MEETING**

**June 8, 2021 6:00PM**

The Regular Meeting of the Gloucester Township Housing Authority was held remotely on June 8, 2021.

A roll call for remote attendance was taken:

COMMISSIONER CARLAMERE	PRESENT
COMMISSIONER ORNER	PRESENT
COMMISSIONER PICCOLO	ABSENT
COMMISSIONER ROSSELL	PRESENT
COMMISSIONER MACPHERSON	PRESENT
COMMISSIONER HUNT	ABSENT

Also in remote attendance were William Snyder, Execu-Tech; Adrienne Cutter, Execu-Tech; Amy E. Shotmeyer, Esq., Solicitor.

**PLEDGE OF ALLEGIANCE** Commissioner Carlamere prompted all who could stand to pledge the flag.

**MOTIONS:**

1. Motion to Approve Meeting Minutes: Commissioner Rossell made a motion to approve the minutes of the Regular Meeting held on May 11, 2021. Commissioner Orner seconded the motion. Said meeting minutes were approved unanimously.

**CHAIRPERSON'S REPORT – NONE**

**ATTORNEY'S REPORT – NONE.** No need for executive session and no updates for public portion.

**OLD BUSINESS – NONE**

**NEW BUSINESS – RESOLUTIONS**

**RESOLUTION 21-6-8-1** – Approving payment of invoices for the month of June. Commissioner Orner motioned to approve the June invoices and seconded by Commissioner Rossell. Said motion passed unanimously.

**COMMITTEE REPORTS – NONE**

**EXECUTIVE DIRECTOR'S REPORT –**

-Waiting to hear from the Township on disbursement of CDBG funds. Once notification is received, will prepare bidding specs for security camera system for the building. In the interim, Township IT person ran wiring to enable installation of Ring cameras on the resident entrance side of building.

-Many complaints of smoking being received. Investigator from Board of Health visited in response to complaints. Informed Adrienne that fines can be levied against property owner for not having proper signage around the building. If fines are assessed, property owner can pass those fines onto the residents continuing to violate the non-smoking policy. All residents were advised that the non-smoking policy was effective January 1,

2021. Warning letters have been sent to several tenants, but individuals are continuing to smoke in their apartments.

**EXECUTIVE SESSION – NONE**

**COUNCIL LIAISON – NONE**

**PUBLIC COMMENTS –**

**Ray Poladoro**

**Q.** Are there designated areas for smoking?

**A.** – Adrienne - Yes, several designated areas are available.

**Q.** Based on the movement of the Township, do you need to include marijuana and non-tobacco products, including vapes into the ban?

**A.** – Bill Snyder - The law includes all those products.

**Q.** Would have thought there would be a motion on the agenda to dissolve the Market to Affordable (MTA) program. In the 18 months that Mr. Murray has been in this position there is nothing to show for it. Money is going out and no homes have been turned into affordable. When the program began 18 months ago, there was a problem with vacant home and people leaving them. Now, the Township is benefitting from the boom in the market so there is no need to continue putting money out on a program with no return. Would like to see a motion introduced since no MTA homes have been produced. Would like to hear comments regarding this.

**A.** -Commissioner Carlamere - We are not entertaining a motion to motion to dissolve the MTA. The program is being developed to select dwellings in need of repair and taken off vacancy list, repaired and possibly deed restricted for affordable dwelling.

Mr. Poladoro further commented that the market is booming in the Township and that Mr. Murray's job is obsolete. Township has zero homes to be turned from market to affordable.

**Q.** I understand the land deal for the 10 acres is locked up in legal. Council has indicated that \$1.00 is adequate to transfer land instead of using hundreds of thousands of dollars to transfer between an entity that is within the Township. If \$1.00 would be adequate transfer and its not about money, why not just transfer the land?

**A.** No comment. Still with legal.

**Q.** What is Housing Authority's opinion on the situation? If its not about the money, would Housing Authority be ok with the deal?

**A.** No comment. Still with legal.

**Denise Coyne**

**Q.** Is there a plan in place for residents with dementia when they are no longer able to care for themselves?

**A.** Bill Snyder – we do the best we can with the resources available to us. It is an independent living facility. When needed, legal protective services are contacted. In most cases, families are involved.

**Q.** If there is no family, who do you alert?

**A.** Adult Protective Services

**Q.** In the May minutes there are only questions listed. Why no comments to questions?

**A.** Under the Public Open Meeting Act, verbatim responses are not required.

**Q.** You do not have to document responses at all?

**A.** There is no requirement that any conversation be included in the minutes. Minutes record meeting duration, formal action taken and resolutions.

**Q.** Is there a reason you do not want to record responses?

**A.** Position is if you cannot record verbatim, a response does not capture what occurred. Responses can be interpreted in any way.

Ms. Coyne requested her comments and responses be documented.

**Q.** I previously asked about the plan for Lot 4 as far as family housing. Ms. Carlamere stated that she would get back to me regarding the Housing Authority's plan for Lot 4?

**A.** If property is redeveloped it would be for senior and veteran living.

**Q.** The resolutions and all documents indicate senior, veteran, and family housing and Ms. Carlamere said she would get back to me.

**A.** Ms. Carlamere apologized for not getting back to Ms. Coyne.

**Q.** All documents and resolutions include family housing. Can Mr. Snyder comment if he believes it would violate deed restriction with the County?

**A.** Have not looked into documents deeply. If being transferred, whatever the fair share or COAH requirement is, would have to be adhered to, whether it is family or elderly.

**Q.** So you are not involved in the legal discussions in any way?

**A.** Not really. Its between both sets of attorneys.

Ms. Coyne stated it is confusing because we are told the Housing Authority is buying the land back.

Ms. Carlamere stated we do not have an agreement of sale at this time so there is no further comment.

**Q.** How did Senior Campus LP obtain ownership of Senior Campus 1? Was Senior 1 transferred? Was it sold for \$1.00? How did they obtain ownership of building?

**A.** No recollection as this occurred prior to Mr. Snyder and Ms. Shotmeyer's time with the Housing Authority. Ms. Carlamere stated this was nearly 12 years ago.

**Q.** Any plans to return to in person meetings?

**A.** Not presently.

**Q.** Is there a reason why?

**A.** Meetings are functioning well so will maintain protocol for the foreseeable future.

**Peter Heinbaugh**

**Q.** Does HA have an update on MTA? Does Mr. Murray or MTA consultant provide written reports? Do you know of any activity with MTA?

**A.** Mr. Murray will provide a written report at the next meeting in July. Mr. Murray can best explain progress.

**Ray Poladoro**

**Q.** For the foreseeable future you stated you are not seeing the need to return to public meetings. Are you looking for this to be permanent? Asking because of Fair and Adequate access to public meetings for those who aren't computer savvy, those without internet access and those without zoom access? The availability of Fair Access to meetings for folks who do not have equipment or have availability of zoom access, are you looking to get back to public soon?

**A.** Will consult with attorney but not for the immediate, foreseeable future.

**Mr. Poladoro follow-up**

Last meeting you said that Mr. Murray would be here for this meeting, and we are here another month, and he is not. Proves my point about worthiness of the program.

**Denise Coyne follow-up**

**Q.** Are these meetings audio recorded? Can I OPRA an audio recording of these meetings?

**A.** They are not recorded.

**Q.** Is this Zoom meeting recorded? Public has no access to these meetings other than the minutes put on website.

**A.** No. Correct.

**Q.** Senior residents who cannot access computer or do not have internet, have no access to what occurs at meetings other than minutes, correct?

**A.** Some tenants have had opportunity and they cluster together. Cannot speak to what tenants have in their apartments.

Mr. Snyder stated that we are in full compliance of executive order regarding public meetings.

Miss Coyne stated that a lot of seniors would not be able to make a zoom call.

Ms. Cutter stated that residents have option to submit comments prior to meeting and that she has assisted residents wishing to call into meetings.

**Ray Poladoro addressed Ms. Shotmeyer directly**

**Q.** Are you able to record zoom meetings and keep them as a matter of record which you participate in?

**A.** This is only Zoom meeting I participate in on monthly basis, so I do not have answer at present time.

**Q.** In normal face to face meeting, you generate an audio recording of public meetings, is that correct?

**A.** No

**Q.** With most public meetings there is some audio recording, and some questions seem to be significant to record. Seems you should have something that is more dependable and accurate than minutes. Is this something Housing Authority would like to consider? Zoom makes it available to record.

**A.** No requirement under OPRA to make a verbatim notarized recorded transcript.

**MOTION TO ADJOURN** – A motion to adjourn the meeting at 6:39 PM was made by Commissioner Orner and seconded by Commissioner Rossell. Said motion passed unanimously.

Respectfully submitted,  
*Adrienne M. Cutter*

Dated: July 8, 2021