

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF THE
HOUSING AUTHORITY OF THE BOROUGH OF RED BANK**

Wednesday, May 17, 2023, 6:00 p.m.

Housing Authority of the Borough of Red Bank, County of Monmouth, State of New Jersey held its regular Meeting of the Board of Commissioners on Wednesday, May 17, 2023, at 6:00 p.m. in person at 52 Evergreen Terrace, Red Bank, New Jersey and via “Zoom” in accordance with the revised meeting requirements issued by the State of New Jersey due to COVID 19. The meeting was held via “Zoom” and the public could participate via “Zoom.” All meeting access information, agenda and related documents were posted, at least forty-eight (48) hours, prior to the meeting, on the Housing Authority’s website at: RedBankHousing.org. Public comments may be made via email. All comments must be received at least forty-eight (48) hours prior to the meeting.

OPENING OF MEETING:

Chairperson Memone Crystian called the meeting to order at 6:12 p.m. and asked for the reading of the roll.

Present:

Chairperson Memone Crystian
Vice Chairperson Alpha Reynolds-Lewis (arrived 6:44 pm)
Commissioner Diem Jones
Commissioner Marlene Nelson
Commissioner J.P. Nicolaides
Commissioner Alecia Wilkerson
Commissioner Sola Adenekan (via Zoom)

Also present: Lisa Hendricks Richardson, Terrence J. Corrison, Esq. (via Zoom), Councilman Michael Ballard

The following meeting notice was read:

“Adequate notice of this meeting as required by the Open Public Meetings Act has been provided by the filing of an Annual Meeting Notice with the Municipal Clerk, posting of same to the RBHA official bulletin board and website, and delivery of the notice to the Asbury Park Press on December 24th, 2022. All meeting access information, agenda and related documents were posted, at least forty-eight (48) hours, prior to the meeting, on the Housing Authority’s website at: www.RedBankHousing.org. Public comments may be made via email. All comments must be received at least forty-eight (48) hours prior to the meeting. This body wishes to advise you, in accordance with N.J.S.A. 26:3D, smoking is prohibited while this body is in open or closed session.” The flag salute followed the opening statement.

APPROVAL OF MINUTES:

The minutes of the April 19, 2023, Regular Meeting were presented for approval. Commissioner Nicolaides moved that the minutes be approved, Commissioner Nelson seconded.

Ayes: Seven Nays: None Abstain: None Absent: None

EXECUTIVE DIRECTOR'S REPORT:

Personnel

New HCV Specialist, Lee Parella began employment on May 1, 2023.

Housing Programs

Staff delivered a thank you painting to Gianni Pizzeria for donating 4 pizza pies for the April 12th Paint & Pizza.

Development Programs

TC Landscape Construction Group, Inc. continues work on improvements on the Montgomery Terrace parking lots and pavements.

Bond Ordinance and Resolution approving the \$350,000 Grant was unanimously approved by Borough Council on April 26, 2023. The Grant Agreement was executed and returned to the Borough. ED acknowledged and thanked Councilman Ballard's involvement and support.

For preparation and submission of the Red Bank Westside Choice Neighborhoods Planning Grant \$500,000 application, meeting with community stakeholders over several weeks and days to identify roles, draft the application, including gathering data and support letters. As part of the application process there are three scheduled meetings (5/15, 5/16 and 5/18/23) with residents and community members for providing information about HUD's Choice Neighborhoods program, gathering input of residents' concerns, and the importance of resident participation in the planning process.

Cedar Crossing Condominium Association

Option 1 Group has submitted estimates for restoration of Unit #3, and the insurer is reviewing.

Continuing to work on Cedar Crossing financials (homeowner ledgers). Continuing to work with the Board to finalize the budget, and other organizational issues.

Legal collection matters are still ongoing.

Board Matters

Personnel Committee: Continues to Review draft RBHA By-laws and Personnel Policies and Procedures.

OLD BUSINESS: None

NEW BUSINESS: None

RESOLUTION NO. 05-01-2023-Approval of Bill List (April)

Resolution approving the transaction, authorizing the approval of the list of bills for the month of April 2023 authorizing and ratifying an expenditure of funds in an amount not to exceed 356,866.85 for April 2023, including HAP recurring for May 2023, subject to appropriations.

Commissioner Nicolaidis moved that the Resolution be approved, Commissioner Reynolds-Lewis seconded.

Ayes: Seven Nays: None Abstain: None Absent: None

RESOLUTION NO. 05-02-2023-Resolution authorizing and approving the Amended Contract for Phone System Services

Resolution authorizes and approves awarding amended Contract for Phone System Services to Vonage.

Commissioner Nicolaides moved that the Resolution be approved, Commissioner Wilkerson seconded.
Ayes: Seven Nays: None Abstain: None Absent: None

MATTERS OF INFORMATION:

Chairperson: Chairperson Crystian discussed expeditiously collecting contact information from residents during the upcoming USIG inspections in order to send information about Choice Neighborhoods Planning Grant. Also concerned that Red Bank parents had no or little involvement with district high school, when the district utilizes email communications.

Commissioner Adenekan recommended that RBHA explore text alerts to residents. ED advised that PHA-Web may have the ability to text residents.

ED: advised of calling and meeting families and eligible RBHA youth to apply for the T. Thomas Fortune Cultural Center docent training summer program.

Commissioner Crystian advised that cultural norms need to be recognized when communicating with families – for example, utilizing door-to-door canvassing.

Commissioners Nicolaides, Wilkerson and Nelson offered to meet with and assist eligible RBHA youth with the T. Thomas Fortune Cultural Center summer program application.

Commissioner Adenekan recommended that RBHA tap into what youth are interested in now to engage Black, Asian, and Latin communities. An example is the high engagement rate with Philadelphia, PA high school students.

PH Report: No report.

HCV Report: No report.

Maintenance Report: No report.

Legal Report: Presented by Terrence Corrison, Esq. No pressing legal matters reported.

Commissioners' Comments and Concerns:

Chairperson Crystian: Discussed plans for the Juneteenth celebration to be held at Johnny Jazz Park on Sunday, June 18th. Leaving from Pilgrim Baptist Church at approximately 12:30 p.m. to the park, the festivities would begin at 1:00 p.m. Commissioner Adenekan is also a member on the planning committee.

Commissioner Adenekan: Advised of plans curating experience of children of historical icons, including mayoral dinner with daughters of icons. Date to be provided. Whitney M. Young's daughter, Marcia Young Cantarella will be a guest speaker at T. Thomas Cultural Center on June 17th from 3:00 to 5:00 p.m.

Chairperson Crystian: Acknowledged Commissioner Reynolds-Lewis being honored by State Senator Vin Gopal for her work in affordable housing and community organizations like the Red Bank Housing Alliance.

CLOSED SESSION: None

PUBLIC PARTICIPATION/COMMENTS: None

OTHER BUSINESS:

ED will propose the paid holiday, Juneteenth be celebrated the 3rd Monday of June to be consistent with local day of celebration.

ADJOURNMENT:

There being no other business or reports, Commissioner Reynolds-Lewis moved that the meeting be adjourned at approximately 7:06 p.m., Commissioner Nicolaidis seconded.

Ayes: Seven Nays: None Abstain: None Absent: None

Respectfully submitted,

Lisa Hendricks Richardson
Secretary