

PRINCETON HOUSING BOARD
Monthly Meeting
Tuesday, January 9, 2017
East Conference Room, One Monument Drive, 5:30 PM

Present

Board Members:

Alvin McGowen, Chair
 Kate Warren, Vice Chair
 Carol Golden
 Dossier Hammond
 Lance Liverman, Princeton
 Council
 Mary Agnes Procaccino
 David Schraye
 Ruth Thurmond Scott
 Colin Vonvorys

Staff:

Maureen Fullaway,
 Affordable Housing
 Manager
 Ed Schmierer, Attorney
 Ben Strauss, Board Secretary

Guests:

Arnaz Yousafzai, PCH
 Ed Truscelli, PCH
 Ashley Griffiths, Habitat for
 Humanity
 Lex Kochmann, Habitat for
 Humanity
 Lori Leonard, Habitat for
 Humanity

Absent

Board Members:

[None]

Minutes respectfully submitted by Ben Strauss, Recording Secretary

1. Opening Statement

At 5:32 PM, Chair McGowen calls the meeting to order by reading: "Adequate notice of this meeting has been provided as required by the Open Public Meetings Act. Notice was provided of the date, time, and location of this regular meeting by posting a copy with the Clerk's office and by emailing copies to the Princeton Packet and the Town Topics."

Chair McGowen wishes everyone a good evening. Members wish him a good evening.

2. Reorganization (not on agenda)

a. **Chair Appointment**

Mr. Schmierer asks for a motion to nominate a Chair for 2018. Mr. Schraye motions to nominate Mr. McGowen as Chair. Ms. Procaccino seconds. Members unanimously vote in favor.

b. Vice Chair Appointment

Chair McGowen asks for a motion to nominate a Vice Chair for 2018. Mr. Hammond nominates Ms. Warren. Ms. Procaccino seconds. Members unanimously vote in favor.

c. Meeting Schedule

Vice Chair Warren motions to accept the meeting schedule. Ms. Procaccino seconds. Members unanimously vote in favor.

d. Member Statuses

Chair McGowen recognizes that Mr. Hammond, second alternate, becomes a full member. Ms. Golden, first alternate, wishes to remain first alternate.

3. Public Comment

Chair McGowen recognizes three members of the public: Ms. Leonard, CEO of Habitat for Humanity (of Burlington County and Greater Trenton-Princeton), Ms. Griffiths, Habitat's Director of Family & Volunteer Services, and Ms. Kochmann, Habitat's Liaison for Princeton. They have an agenda item.

4. PCH Status Report

Ms. Yousafzai reads the PCH status report (see attached).

5. Minutes

Chair McGowen says the committee will approve the minutes at the next meeting to save time.

6. Habitat for Humanity Presentation

Ms. Leonard, CEO of Habitat for Humanity of Burlington County and Greater Trenton-Princeton, introduces herself. She describes their Princeton property: a front-back duplex (with a two bedroom and a three bedroom unit). It also has a mostly original front porch and a basement.

Ms. Leonard says they have been working with town Council and Administrator Dashield on the project's design. They have already opened applications. So far, they have received four including one from Princeton. They expect to break ground in June.

Ms. Golden asks about advertising. Ms. Griffiths says, on January 2nd, Habitat started an affirmative marketing campaign (for instance, newspapers, social media) and an interested

applicant list (instead of a waitlist). They have also been talking to residents of the Witherspoon Jackson neighborhood, and distributing fliers to churches and businesses there.

Manager Fullaway reminds Habitat that they must affirmatively market the units to the Ocean, Monmouth and Mercer County region.

Chair McGowen asks if the units will be COAH-compliant. Ms. Griffiths says yes, and Mr. Schmierer says the town has included it in their compliance plan.

Vice Chair Warren asks if Habitat will use COAH or HUD income qualification numbers. Ms. Griffiths says HUD's. Mr. Schmierer says COAH and HUD have very similar numbers so it will not matter.

Vice Chair Warren asks who gives Habitat's financial literacy training. Ms. Griffiths says Habitat uses Financial Peace University, by Mr. Ramsey.

Ms. Leonard asks about COAH's 30 year deed restriction. Mr. Schmierer says, with at least a 30 year deed restriction, the town receives COAH credit. He will send her language. When the town renews the deed restriction, it receives additional COAH credits. He says, even if the town released it, the town would receive 95 percent of the difference between the fair market rate and the restricted rate (COAH's 95/5 rule).

Ms. Procaccino asks about parking. Ms. Leonard says the building will have one spot, so one unit will park there and one will park in a designated spot on the street.

Vice Chair Warren asks about unit cost. Ms. Leonard says \$200,000 for each unit.

Council Member Liverman asks how long Habitat needs to approve someone. Ms. Leonard says they approve families on a rolling basis. It takes about three to six months with them conducting a home visit and reviewing the documents.

Members thank the Habitat representatives.

7. Legal

a. Status Update on the Third Round Plan

Mr. Schmierer has nothing new to report.

8. Chair/Vice-Chair Report

The committee does not hear a Chair or Vice Chair report.

9. Business (voting happened)

a. Approval of sale of 228 Brickhouse (2 BR low)

Manager Fullaway describes two applicants. The first applicant has three children. Even though one of the children will live there only on weekends, this small two bedroom unit will still be overcrowded.

The second, two parents and a child, have very low income (about \$1,000 under the lower limit for low income). They can receive a loan from another family member, so do not need a mortgage from a bank. Manager Fullaway will talk to the family member, explain to her that she has no right to the property and that she can only charge the maximum monthly amount allowed by the affordable housing formula that Princeton uses to establish the sales price. The selling price would be around \$37,983. PAH and the current owner would each receive \$144 in appreciation. The net subsidy from Princeton will be approximately \$14,000.

Motion to approve sale

Result: Adopted [Unanimous]

Move: Warren

Seconder: Procaccino

Ayes: McGowen, Warren, Golden, Hammond, Liverman, Procaccino, Schrayner, Scott, Vonvorys

10. Other Business

a. Griggs Farm Fire

Mr. Truscelli says, since the fire on December 27th, 2017, PCH has been housing 19 of the 24 households (other households have been staying with friends or family). The town housed them at Nassau Inn for one night; PCH then housed them at the Nassau Inn for an additional night and then at the Extended Stay Hotel. He and members express sympathy for residents. Mr. Truscelli expresses appreciation for the Police and Fire Department's work on the night of the fire and for community donations.

As the most pressing need, he asks for help identifying temporary housing. Mr. Truscelli expects that repairing the units will take ten months from receiving permits, so about a year before a Certificate of Occupancy will be issued. PCH has been reaching out to community members and organizations for help (for instance, a community member might rent out a property to the Griggs Farm resident charging them exactly the same rent as they previously paid and subsidizing anything over that rent.).

Vice Chair Warren asks about the various Go Fund Me campaigns. Mr. Truscelli says that he does not consider any of them to be illegitimate. Regarding the main one, administered by PCH and Human Services, the money will go directly to the residents. It has almost \$26,000. PCH will work on equitably distributing funding to residents.

Mr. Truscelli says PCH has also been raising funds, so it can continue to provide emergency housing.

Vice Chair Warren asks if anyone has a legal obligation to provide housing. Mr. Truscelli says no one has a legal obligation to house anyone.

Mr. Truscelli says renter's insurance would provide relocation assistance (probably only 30 days or 60 days though). A few households had renter's insurance. PCH only recommended that Griggs Farm residents buy renter's insurance, and did not make it mandatory. PCH did not mandate renter's insurance, because they wanted to maintain consistency with their other federally funded properties that do not require mandatory renter's insurance. PCH will review that policy.

Vice Chair Warren asks what insurance will cover. Mr. Truscelli says the HOA's insurance will cover the building's outside (except the decks) and PCH's insurance will cover any interior repairs.

Mr. Truscelli says, later that night, he will talk to Griggs Farm residents. He wants to provide them accurate information on the situation.

b. Vacant Units

Manager Fullaway asks members to think about whether they want to rent PAH's two (soon three) vacant units to the Griggs Farm fire victims. She needs to get the Washington Oaks Homeowner's Association to approve the units' temporary rental.

9. Closed Session (if needed)

Ms. Procaccino motions to enter closed session to discuss a hardship waiver. Council Member Liverman seconds. Members unanimously agree.

Vice Chair Warren motions to leave closed session. Ms. Procaccino seconds. Members unanimously agrees.

Purchase 231 Brick House

Result: Adopted [Unanimous]

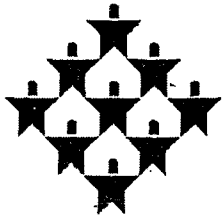
Move: Procaccino

Seconder: Liverman

Ayes: McGowen, Warren, Golden, Hammond, Liverman, Procaccino, Schroyer, Scott, Vonvorys

10. Adjourn

At 6:58 PM, Mr. Vonvorys motions to adjourn. Ms. Procaccino seconds. Members unanimously vote to adjourn.



PRINCETON
COMMUNITY
HOUSING

PCH Development Corporation

An Affiliate of Princeton Community Housing

One Monument Drive, Lower Level, Princeton, NJ 08540

609-924-3822 609-924-3827 (fax)

www.princetoncommunityhousing.org

PRINCETON AFFORDABLE RENTALS **ADMINISTRATIVE AGENT STATUS REPORT**

January 9, 2018

Rental activity from 12/13/17 through 1/9/18

1. Municipality of Princeton Administrative Agent Rentals

Waiting List, Applications and Marketing

Applications received	66	
Applications accepted	25	
Applications not qualified	15	
Applications incomplete	26	
Applicants on waitlist	418	
Vacancies	1	48C Nassau St. Studio mod \$924/month

2. Princeton Community Housing: Rentals

	Applications Received	Waitlist
<u>Elm Court</u>	3	216
<u>Harriet Bryan House</u>	6	164
<u>Griggs Farm</u>	27	292

3. Merwick-Stanworth: Administrative Agent

Vacancies: 1 vacancy – 2 bdrm mod @ \$1,078

1/9/18