

**Princeton Housing Board**  
Monthly Meeting  
November 12, 2014  
Monument Hall – East Meeting Room  
One Monument Drive, Princeton, NJ 08542

**Present:**

**Board Members:**

Carol Golden  
Lance Liverman  
Alvin McGowen, Chairman  
David Schroyer  
Ruth Thurmond Scott  
Mary Agnes Procaccino  
Kate Warren, Vice Chairman

**Staff:**

Christy Peacock, Coordinator  
V. Bea Snowdon  
Ed Truscelli, PCH  
Amaz Yousafzai, PCH

**Absent:**

Omar Nishtar  
Merilyn Rovira

**I. Call To Order - Open Public Meeting Statement**

At 5:39PM, Chairman McGowen called the meeting of the Princeton Housing Board to order by reading: "This is a regular meeting of the Princeton Housing Board for November 12th. 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 of the adopted schedule of the regular meetings with the Clerk's office and by mailing copies to the Trenton Times and the Princeton Packet." Chairman McGowen then welcomed everyone. A change in the order of the evening's agenda items was discussed and approved.

**II. Public Comment**

There was no response to the Chairman's request for public comment.

**III. Appointments for Affordable Housing Task Force**

Ms. Procaccino motioned to approve Board representation by Chairman McGowen, on the Affordable Housing Task Force. With Ms. Golden's second, all present voted in favor of this nomination.

**IV. Minutes – October 14, 2014**

Mr. Truscelli requested revision in sentences that referenced PCH. Mr. Liverman's motion, to accept the revised minutes, was seconded by Ms. Procaccino. Ms. Golden and Vice Chairman Warren abstained from the vote. Those remaining voted in favor of acceptance with revisions.

**V. Princeton Community Housing (PCH) Report**

The PCH Status Report of November 12, 2014 was distributed. Ms. Yousafzai noted that 12 new applications were received, 10 were accepted, and 2 were denied. 280 applicants are now on the waitlist.

The 525 square foot efficiency at COPPERWOOD is still available. Active showing of this unit continues.

MERWICK STANWORTH is accepting applications for the Phase II offerings.

## **VI. BUSINESS**

### **LEGAL**

To protect the dwelling at 233BH, windows have been closed from the outside. No assessment of any interior damage can be made. Outreach efforts to locate the absent owner continue.

A summary of legal options is being drafted for 105HM. It will be sent to the owner's assigns for their review and consideration.

### **BOARD CHAIR/ VICE CHAIR REPORT**

#### **Development**

Vice Chairman Warren is compiling a report of available properties that may be suitable for affordable housing development.

Vice Chairman Warren's findings indicate that all units designated "affordable" must be clearly identified, in the tax collection system. The Board requires notification of any tax payments in arrears, for these units, to foster timely outreach and assistance for owners in need.

The zoning ordinance for senior overlay designations was discussed. Vice Chairman Warren suggests a letter summarizing the Board's opinion on properties affected by the overlays be provided for Town Council.

To ensure accuracy in all proceedings, Affordable Housing Task Force members will be encouraged to seek data and information from the Housing Board.

### **AFFORDABLE HOUSING STATUS REPORT**

#### **Units For Sale**

Ms. Peacock distributed a status report of housing managed: Four units are currently for sale, with one unit under contract.

#### **Griggs Farm Deck Refurbishment**

Spiezle Engineering and Yedlin Engineering were contacted to provide proposals for deck repair assessment. Assessments will focus on what is needed for structural repair of each deck. Forty-eight owned units in two buildings require inspection. Ms. Peacock reports that deck repairs will likely qualify for COAH rehab credits. Deck repairs have already been completed on 68 PCH rental units.

Condo association responsibilities were discussed. Decks do not qualify for maintenance, according to the GF HOA. GF HOA has provided a comprehensive report of repairs needed, with suggestions that are thought to be complex and expensive. Ms. Procaccino motioned that Speizle Engineering be hired for an amount not to exceed \$7600, to assess and develop a prudent scope work for effective refurbishment. Vice Chariman Warren seconded this motion, with all voting in favor of acceptance.

**Rehab Loans**

A rehabilitation loan request, for case #14-2, in the amount of \$2,000, for a new water heater, smoke detector, and shower leak repair was discussed. Ms. Thurmond Scott's motion to approve this loan was seconded by Ms. Golden, with all present voting in favor of this action.

Due to unchecked flooding on the building site, there is severe water damage in the interior of a BH unit. The HOA has agreed to fix the exterior site condition, but takes no responsibility for the interior repairs. Chairman McGowen motioned to approve a rehab loan for repairs, of in an amount to be determined by November 20th. Vice Chairman Warren seconded this motion. All voted in favor of this action, with additional information to be shared via email.

**PROFESSIONAL SERVICE PROPOSALS**

Professional service proposals, for the 2015 calendar year, were reviewed and discussed.

Chairman McGowen motioned that the proposals submitted by the Shirley Bishop and CGP&H/Megan York be accepted. Mr. Liverman's seconded the motion, with all voting in favor of these actions.

Vice Chairman Warren's motion to request additional proposals, from consultants expert in handling rehab loan qualification reviews, was seconded by Ms. Procaccino. All voted in favor of this action.

**PECK PLACE**

The Board moved to ask Council to investigate the possible purchase of 1-5 Peck Place, for a purchase price up to 975,000, noting that an additional \$125,000 will be needed for building repairs. Accordingly, Ms. Golden motioned to investigate this acquisition, and the subsequent repair of the multi-unit 1-5 Peck Place property, for a total amount not to exceed 1.1 million dollars. Vice Chairman Warren seconded this motion. Mr. Schraye abstained from the vote. All others present voting in favor of acceptance of actions to investigate this purchase and repairs.

Ms. Golden motioned that Mr. Schmeirer compose a letter expressing municipal interest in acquiring housing units and requesting the courtesy of a right of first refusal for a municipal purchase of the Peck Place property. Ms. Procaccino seconded this motion. Mr. Schraye abstained from voting, with all others voting in favor of acceptance.

**PRESENTATION TO COUNCIL - DEC 1**

A summary of the vision, accomplishments, and goals, of the Housing Department, as viewed by the Executive Board, is being refined. Chairman McGowen will present this summary to Town Council, on December 1<sup>st</sup>.

**ADJOURNMENT**

With no further business to discuss, the meeting adjourned at 7:50PM.

Respectfully submitted, V Bea Snowdon