



**PRINCETON MUNICIPAL  
AFFORDABLE HOUSING BOARD  
MEETING MINUTES  
October 11, 2022– VIRTUAL MEETING**

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The regular meeting of the Princeton Affordable Housing Board was called to order by Chair Kate Warren at 5:30 pm. She recited the announcement in compliance with the Open Public Meetings Act: *“In compliance with Chapter 231 of the Public Laws of 1975, 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.”*

Adequate notice as well as electronic notice of this meeting was provided in accordance with the requirements of the Open Public Meetings Act and State regulations governing remote public meetings. The notice included the time, date and location of the meeting and clear and concise instructions for accessing the meeting via computer, smart device, or telephone. The agenda and all related documents and other materials were posted electronically on Princeton’s meeting portal and made available for download at least forty-eight hours prior to the Meeting.

**ROLL CALL**

Present: Dosier Hammond, Maria Juega, Lance Liverman, Mary Agnes Procaccino, Kate Warren,  
Councilman Leighton Newlin, Lex Kochmann(2)  
Excused: Colin Vonvorys, Carol Golden (1), Matt Mleczo(3)  
Quorum: 7

Also present: Ed Schmierer, Esq., Ed Truscelli, (PCH) and Claribel Santiago (PCH), Mayor Mark Freda

Guests: (Residents) Linda Gochfield, Dale Meade, Earlene Baumunk, Wilma Solomon

**Approval of Minutes –September 13, 2022**

A motion to approve the minutes dated September 13, 2022 as presented was made by Ms.Procaccino, seconded by Mr. Hammond, all in favor by voice vote.

**Public Comments – None**

**Guest Speaker:** *Justin Lesko*, Acting Planning Director & Senior Planner, Princeton Municipal Planning Department

Chair Warren welcomed and introduced Mr. Lesko. He explained that the town is in the process of updating the Master Plan. The last time it was fully reviewed and adopted was in 1996 followed by several re-examinations in 2001, 2007, and 2017. The Housing Element was recently updated as a result the Third Round legal judgment. Mr. Lesko explained the purpose of the Master Plan. State law requires a y reviewed every ten years. The public has been invited to engage in the process. The *Community Visioning Survey* is available on the Municipal site. He encouraged the Board to participate in the survey. He shared his screen showing information referencing the Master Plan and *Community Visioning Survey*. The survey is open until October 31, 2022. Several Board members shared their experience filling out the Survey. Mr. Lesko will bring those comments to the municipal tech person for improving the survey experience. The Board was invited to participate in reviewing the Master Plan with an eye toward submitting recommendations to all or some of the Elements. The Planning Department will be hosting an open house on November 30, 2022 at the Library. The floor was open for questions from the Board. Mr. Hammond asked Mr. Lesko to re-circulate the Housing Element to the

Board for review. Mr. Hammond suggested we form a subcommittee to develop recommendations to the Housing Element of the Master Plan.

## **Status Reports**

*PCH Development Corporation*, Ed Truscelli and Claribel Santiago

The PCH status report was previously sent to all members. Mr. Truscelli shared his screen. Ms. Santiago reported on the application status of the rental units. There was discussion on the number of applications from Region 4. Questions focusing on credit score minimums were raised by several Board members. Landlords set credit score requirements, not PCH. Mr. Hammond commented that there has been a Bill under review for the past several years; he is having difficulty getting an update. There is a national campaign by the *Americans for Financial Fairness*. The group has stated that credit scores is one of the main reasons people are unable to secure housing. Chair Warren would like to ask the landlords a number of questions pertaining to their application requirements and how flexible they are when processing applications. Mr. Truscelli explained PCH's "*individualized assessment*" process which requires a lot of time in reviewing applications.

There was continued discussion regarding credit score requirements. Ms. Santiago opined that the municipal universal application should not include the credit score because the minimums vary from by landlord. She opined that landlords should disclose the minimum credit score before collecting application fees. Mr. Schmierer shared that the Board can look to see if there is a law requiring credit score disclosure requirements by landlords. The Better Business Bureau may have something to address credit score disclosure. He suggested the Board send a letter to landlords requesting their minimum scores, or at least the range they require from applicants. Mr. Schmierer will draft a letter on behalf of the Board for Kate's review.

*Community Grant & Planning (CGP)*

Chair Warren provided the status report from Avalon Bay. There are no vacancies. The current wait list is 10,330 applications; 2,403 from Region 4.

*Princeton Housing Authority* – No representative available to report. Councilman Newlin did not have anything to report on their behalf.

## **Chair/Vice–Chair Status Reports**

### **Chair Report**

Chair Warren reported on the status of the Housing Manager job search. An employment offer was extended to a candidate, but due to a family medical emergency the applicant declined the position. The search has been re-started resulting in no current candidates. Councilman Newlin commented that Jeffrey Gross and Rho Jones made the decision to continue the search and the job vacancy has been posted. Chair Warren reported that the job description was revised to better meet the needs of the position.

### **Vice–Chair Report**

Mr. Hammond thanked Chair Warren, Mr. Liverman, and Ms. Golden for their role in the job search and thanked Council for listening to the needs of the Board.

Mr. Hammond reported that the Planning Board reviewed an application to subdivide a private property that would allow the development of several market rate private homes along with several AUDs closest to the roadway. The Planning Board also discussed a new development at 195 Nassau Street and 9–11 and 13 Charleston Street, part of the newly-created affordable housing overlay zoning. If approved there will be 9 affordable units. The hearing was continued to another date.

**Legal** – Ed Schmierer, Esq.

Mr.Schmierer had nothing to report.

### **Subcommittee Reports**

*Legislative* – Dosier Hammond

Mr. Hammond had nothing to report.

*Accessory Dwelling Unit* – Matt Mleczo

Mr. Hammond commented that he saw a notice asking for support to encourage Princeton University to donate the Butler Tract for affordable housing by signing an online petition. Board member Mleczo is the author of the petition. The actual proposal asks the University to donate the land to a Community Land Trust. The Trust would own the land and manage the affordable units.

*Financial Literacy Ad Hoc Committee* – Maria Juega

Ms. Juega reported that the subcommittee met (Ms. Juega, Mr. Hammond, Ms. Golden and Mr. Mleczo). She reported that the Municipal Ordinance requires the town provide financial counseling to applicants but cannot mandate applicants participate. The town is required to have contracted services to provide the counseling. ISLES has not submitted a final Pilot report. Mr. Schmierer will send ISLES a request for a final report that might include suggestions of how the Pilot may have been structured to get a better outcome. Ms. Juega suggested we offer financial counseling in a more organic way and that we should contract someone for this role. The subcommittee will be gathering information prior to the next meeting. Mr. Hammond commented that the most difficult piece is finding organizations to provide the services we are seeking; there are not many providers in Central NJ. He is searching for agencies we can work with. Mr. Truscelli agrees that information will need to be organic in thinking about how it can be integrated into the application process. He suggested that the subcommittee create a scope of work for the agency so they know what the Board is looking for.

### **Board Announcement**

Next meeting has been rescheduled to November 15, 2022.

### **ADJOURNMENT**

The motion to adjourn the meeting at 7:00 pm was first moved by Ms. Kochmann, seconded by Ms. Procaccino, all in favor by voice vote.

Respectfully submitted by:

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*Julie M. Moy*  
Recording Secretary