

**MINUTES OF THE ASBURY PARK HOUSING AUTHORITY BOARD OF COMMISSIONERS  
REGULAR MEETING HELD APRIL 8, 2021**

The session convened at 6:10 pm with the following persons present:

**Present:**

Chairman Gregory Hopson, Sr.

Vice Chairman Frank Syphax

Commissioner Garrett Giberson

Commissioner Charlotte McAllister (Arrived at 6:19 pm)

Commissioner Carol Torre

Commissioner Donna Troppoli

**Absent:**

Commissioner Angeline Brown

**Also Present:**

Thomas Sahlin, Executive Director

Qaasim Johnson, Director of Housing

Edwin McDonald, Director of Maintenance

Jaclyn S. D'Arminio, Esq., Legal Counsel Associate

Required Public Notice read by Thomas Sahlin

**NOTICE:** In accordance with the Local Public Meetings Act of 1975 and as *amended*, advanced notice of the meeting including the Agenda, was sent to the local newspapers, delivered to the City Clerk's Office, and posted at all Asbury Park Housing Authority Offices at least (48) hours prior to convening the meeting.

**PUBLIC PARTICIPATION**

**(Motion to Open Public Participation moved by Chairman Hopson and seconded by Commissioner Giberson.)**

**\*\*THERE ARE NO MEMBERS OF THE PUBLIC PRESENT THIS EVENING; NO  
PUBLIC PARTICIPATION\*\***

**(Motion to close Public Participation moved Commissioner Giberson and seconded by Chairman Hopson.)**

**ACCEPTANCE OF THE MINUTES OF THE REGULAR MEETING HELD MARCH 8, 2021**

(Approval of the minutes was moved by Chairman Hopson, seconded by Commissioner Troppoli.)

Ayes- Commissioners Torre, Troppoli, Vice Chair Syphax, and Chairman Hopson

Opposed- None

Absent- Commissioners Brown and McAllister

Abstain- Commissioner Giberson

**ACCEPTANCE OF THE MINUTES OF THE EXECUTIVE MEETING HELD MARCH 8, 2021**

(Approval of the minutes was moved by Chairman Hopson, seconded by Vice Chair Syphax.)

Ayes- Commissioners Torre, Troppoli, Vice Chair Syphax, and Chairman Hopson

Opposed- None

Absent- Commissioners Brown and McAllister

Abstain- Commissioner Giberson

**RESOLUTION 04-01-2021 - RESOLUTION APPROVING EXPENDITURES FOR THE MONTH OF MARCH 2021, INCLUDING SECTION 8 EXPENDITURES**

(Acceptance of this Resolution was moved by Vice Chair Syphax, seconded by Chairman Hopson.)

**(There were no further discussions or comments on this Resolution from the Commissioners.)**

Commissioner Torre – I have a question about the auto insurance. For what period of time does that payment cover?

Thomas Sahlin - That is for the entire 2021 policy year.

Commissioner Torre – Thank you.

**(There were no further discussions or comments on this Resolution from the Commissioners.)**

Ayes- Commissioners Giberson, Torre, Troppoli, Vice Chair Syphax, and Chairman Hopson

Opposed- None

Absent- Commissioners Brown and McAllister

Abstain- None

**RESOLUTION 04-02-2021 – RESOLUTION AUTHORIZING THE SECOND READING AND ADOPTION OF THE SOCIAL MEDIA POLICY FOR THE APHA**

(Acceptance of this Resolution was moved by Chairman Hopson, seconded by Commissioner Giberson.)

Commissioner Troppoli – When will this go into effect?

Thomas Sahlin – Immediately following the passing of the resolution.

**(There were no further discussions or comments on this Resolution from the Commissioners.)**

Ayes- Commissioners Giberson, Torre, Troppoli, Vice Chair Syphax, and Chairman Hopson

Opposed- None

Absent- Commissioner Brown and McAllister

Abstain- None

**RESOLUTION 04-03-2021 – RESOLUTION AUTHORIZING THE VACATE TENANT BALANCE WRITE-OFF FOR FISCAL YEAR ENDING MARCH 31, 2021**

(Acceptance of this Resolution was moved by Vice Chair Syphax, seconded by Commissioner Troppoli.)

Commissioner Troppoli – When we get back to a normal rent collection method and the COVID guidelines are no longer in effect, is there going to be a second resolution to capture that amount of money that was sort of being held in forbearance during COVID?

Thomas Sahlin – The strategy right now aside from our management department working closely with residents to execute repayment agreements, part of that is attempting to also link them with third party organizations that can help them with a lump sum towards arrears. We wouldn't necessarily see a second write off resolution for COVID balances. Typically every year we have a list of tenants who have vacated for various reasons so we are hoping at that point, the balances would have been brought down. At this time, there is really no guarantee what we will look like next year. My understanding is that the eviction moratorium is going to be extended.

Commissioner Troppoli – I understand. I just wanted to know how the board will be made aware of any outstanding balances, short of having a resolution where everything is beautifully organized compared with the previous year.

Thomas Sahlin – In the Management report, page 33 of 47 in your board package, is our monthly tracker. This will give you a snap shot every month both of our overall TARS look like, as well as our monthly activity that changes every month. As you can see, we have made progress at some of the sites but overall the TARS are extremely high. A lot of people lost employment, etc. If you wanted to see a different report broken down a different way, we can always look into that but this spreadsheet will give you an idea where we are month to month.

Commissioner Troppoli – So we should keep an eye on this particular report?

Thomas Sahlin - Yes.

Vice Chair Syphax – Through the American Rescue plan will HUD be issuing monies?

Thomas Sahlin – It is a strong possibility they will. I know a lot is going into that plan for housing and housing assistance but I haven't received anything yet. I will keep my eye out and share any information.

**(There were no further discussions or comments on this Resolution from the Commissioners.)**

Ayes- Commissioners Giberson, McAllister, Torre, Troppoli, Vice Chair Syphax, and Chairman Hopson

Opposed- None

Absent- Commissioner Brown

Abstain- None

**RESOLUTION 04-04-2021 – RESOLUTION AUTHORIZING THE RELEASE OF INTEREST IN PROPERTY LOCATED AT 302 ATKINS AVENUE, ASBURY PARK, SUBJECT TO LEGAL COUNSEL OPINION**

(Acceptance of this Resolution was moved by Chairman Hopson, seconded by Commissioner McAllister.)

Commissioner Torre – In the resolution, it says “DHHS is going to sign off to the title company a release so Interfaith can move forward”. In reading the background, DHHS gave us a grant and there is no further information we were able to find about the grant. Are we going to be assured that there will not be any obligation and that the grant was satisfied?

Jaclyn S. D'Arminio – Are you saying you want DHHS to give us a release?

Commissioner Torre – No, DHHS gave us a grant relating to us doing the sale of this property. It doesn't seem to be, because we don't have records in the housing authority going back that far which I don't understand, where are the assurances that the grant is satisfied? Will they assure the APHA?

Jaclyn S. D'Arminio – My understanding after reviewing the title work is that our obligation was satisfied when we finalized the development and sold it to the first purchaser back in 1964. We can make a request for documentation. Obviously Interfaith has a contact at DHHS. I believe we have a copy of the release that they are going to sign but if not I can get a hold of it make sure it includes any language that can happen after the fact and any language that we are also released from any obligation to DHHS that may be lingering from the grant.

Commissioner Torre – I think it's important because we got slammed with that \$70,000.00 grant that was the subject of abuse and then years later we had to pay that back. I just don't want to wind up with some technicality that was overlooked, especially if we are going to release the title company the property, then why not assure us that we are in good standing and there is nothing outstanding from us.

Jaclyn S. D'Arminio – We will figure out who their contact is at DHHS and ask if we can get the same assurances.

Thomas Sahlin – I'm sure if they are willing to sign off on the release, it shouldn't be too big of an ask for them to do the same for us.

**(There were no further discussions or comments on this Resolution from the Commissioners.)**

Ayes- Commissioners Giberson, McAllister, Troppoli, Vice Chair Syphax, and Chairman Hopson

Opposed- None

Absent- Commissioner Brown

Abstain- Commissioner Torre

**(Motion to Close Public Session and Open Executive Session moved by Chairman Hopson, seconded by Vice Chair Syphax.)**

**(Motion to Close Executive Session moved by Chairman Hopson, seconded by Commissioner Giberson.)**

**(Motion to Re-Open Public Session moved by Commissioner Giberson, seconded by Chairman Hopson.)**

**Authorization to enter into a settlement agreement for the cost sharing of the removal and replacement of cellular equipment on Comstock Court between the Housing Authority and T-Mobile**

(Acceptance of this was moved by Vice Chair Syphax, seconded by Chairman Hopson.)

Ayes- Commissioners Giberson, McAllister, Torre, Troppoli, Vice Chair Syphax, and Chairman Hopson

Opposed- None

Absent- Commissioner Brown

Abstain- None

**Motion to close Board of Commissioner’s Meeting of April 2021, moved by Vice Chair Syphax, seconded by Commissioner Giberson.**

All in favor.

Meeting Adjourned, 7:27 pm

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Thomas Sahlin, Executive Director

Date