

**MINUTES**  
**SUMMIT HOUSING AUTHORITY**  
**July 27, 2022**

7:00 P.M.

**NEW JERSEY OPEN PUBLIC MEETINGS ACT NOTICE**

Chairperson Galietti called the meeting to order at 7:00pm. The following Commissioners were present: Commissioners Galietti, Dresdale, Kendellen, Walker, Whipple and White. Commissioner Ellis was absent. Also present were Executive Director Keith D. Kinard, Deputy Director Jacqueline Gray, Housing Manager Jackie Roundtree, and Office Administrator Mayda B. Kuriawa. Mr. Kinard read the Open Public Meetings Act Notice. Adequate notice of this meeting has been provided by the Secretary of the Housing Authority of the City of Summit by preparing an Annual Notice dated December 22, 2021, setting forth the date, time, and place of this meeting. Said notice was filed with the City Clerk of the City of Summit, published in the local newspapers of record, and posted on the Authority's website.

Mr. Kinard led those in attendance in a salute to the flag.

THE MINUTES OF JUNE 22, 2022: Commissioners Whipple and White moved and seconded approval of the minutes. The Minutes were approved.

REPORT OF THE CHAIRPERSON: Chairperson Galietti – Chairperson Galietti reminded everyone that there is no Board Meeting in August. The next scheduled Board Meeting will be on September 28<sup>th</sup>. The Board of Commissioners along with Councilman Gregory Vartan will be meeting tonight with a representative from L&M Developer to answer any questions or concerns regarding the Re-Development Project.

REPORT OF THE EXECUTIVE DIRECTOR:

Mr. Kinard highlighted some of the recent activities at Chestnut. Ice Cream Social, BBQ Potluck, Pet therapy and walks downtown for music and pizza to name a few. The seniors have been doing some intergenerational activities with teenagers. We have received a very favorable response.

We are looking to address apartment door closures to ensure that they are in place and working next month.

**Finance/Operations:** (Commissioner Walker) Commissioner Walker stated that there were adjustments made to the SHA budget. Resolution # 22-27-7-2 that will be introduced in this meeting will show the amended items. Rent collection percentage at the Glenwood site continues to report at a lower percent. This was due to the delinquencies of several non-paying tenants and tenants that have been referred to our legal counsel.

**Personnel & Policy Committee:** (Commissioner Kendellen) Commissioner Kendellen is working with William Connelly, Esq. (SHA counsel) and the Executive Director on our BY-LAWS. In the coming months, the revised BY-LAWS will be presented to the board members for review.

**Residents Committee:** (Commissioner Dresdale) Attended the Chestnut Resident Meeting but was unable to attend the Glenwood/Weaver Resident Meeting. There was concern from tenants regarding the SHA Pet Policy. Some of the tenants feel the amount of the deposits are excessive. Deputy Director went over the SHA Pet Policy which is given to all tenants when their lease is presented to them prior to admission into the buildings. The Pet Policy will be applied by SHA in a consistent and fair to all residents. The Board will only step in if there needs to be a change in policy.

**Buildings & Grounds:** (Chairperson Galietti) Commissioners Galietti said that Keith (Executive Director) and Jacqueline (Deputy Director) are reviewing the projects for which we will pay. The City of Summit may assist with projects that relate to the infrastructure of the buildings.

**Re-Development Committee:** (Chairperson White) An RFP (Request for Proposal) was posted on our website for developers to submit proposals. Interested parties should submit their bids by September 2, 2022.

**PUBLIC COMMENT:**

Arthur Stewart (Weaver Resident) – Wanted to discuss the Pet Policy as it pertains to “grandfathering” pets that were originally allowed in housing by former SHA management. The animals that he owns are “ESA” (Emotional Support Animals). He has had the animals for eight years and they have never received any prior notification from our office that they are a problem. He is not satisfied with the way housing has handled the matter. He has tried to contact management several times and has not received a response. Chairperson Galietti stressed that SHA and counsel must come up with a good compromise that works for both; however, she stressed that Mr. Stewart must comply with agency policies.

Patricia Hanley (Weaver Resident) - She has lived at Summit Housing over 29 years. She is extremely disappointed that this is happening to their family.

**OLD BUSINESS:**                      NONE

NEW BUSINESS: NONE

CORRESPONDENCE: NONE

RESOLUTIONS:

22-27-7-1: Resolution Requesting the Approval of the Payment of Invoices for the Period of June 23, 2022, through July 27, 2022.

Commissioners Dresdale and Walker moved and seconded approval of resolution. Upon Roll call, all Commissioners voted in the Affirmative. The Resolution was approved.

22-27-7-2: Resolution by The Commissioners of the Summit Housing Authority Amending an Adopted Budget.

Commissioners Dresdale and White moved and seconded approval of resolution. Upon Roll call, all Commissioners voted in the Affirmative. The Resolution was approved.

**Council Liaison: (Greg Vartan):** COVID 19 – The City of Summit has seen an increase in COVID 19 cases, but not a considerable number of hospitalizations or deaths. Summit has an extremely high vaccination rate. They are in contact with Overlook Hospital and the Regional Health Department and will provide an update if things change. He congratulated us on receiving a grant from the CDBG for the trash compactors at Chestnut. The new Summit Firehouse is on budget and schedule for completion in the spring of 2023. Steven Zagorski was officially named as the Chief for Summit Police Department. He has been acting chief since December 2021. He is doing a wonderful job and we all wish him well in his new position.

There being no further business before the Board, Commissioners Walker and Kendellen moved and seconded adjournment. The motion passed by unanimous voice vote and the meeting was adjourned at 8:12pm.

**NEXT MEETING DATE**

**Wednesday September 28, 2022, at 7:00 pm  
Community Room – 2 Weaver Street**

Respectfully Submitted,  
Keith D. Kinard, Executive Director/Secretary