



HOUSING AUTHORITY OF THE CITY OF SALEM

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A REGULAR MEETING OF THE HOUSING AUTHORITY OF THE CITY OF SALEM

October 23, 2023

- I. A regular meeting of the Salem Housing Authority (SHA) Board of Commissioners was held on Monday, October 23, 2023, at the Broadway Tower Community Room. 205 Seventh Street, Salem, NJ. The meeting was convened at 6:14 p.m. Adam Telsey, Solicitor, Board of Commissioners read the Sunshine Law notification indicating the Sunshine Law had been met, properly posted, and advertised.
- II. **Roll Call:** Attorney Telsey announced the roll call. Present were Chairwoman Annalisa Moritz, Vice Chairman Akmad Nichols, Commissioner Kiersten Westley-Henson, and Commissioner Joyce Lewis. Also present were Adam Telsey, Solicitor, Board of Commissioners, Karen M. Upshaw, Executive Director and Ralph Polcari, Fee Accountant.
- III. **Approval of the Minutes:**
A motion to approve the minutes for the April 27, 2023, Board Meeting was made by Commissioner Joyce Lewis. The motion was seconded by Chairwoman Annalisa Moritz. The minutes were approved.

Roll Call Vote:

Motion: Commissioner Joyce Lewis

Second: Chairwoman Annalisa Moritz

Roll Call: Unanimous

	Motion	Second	Yea	Nay	Abstain	Absent
Chairwoman Moritz		X	X			
Commissioner Nichols			X			
Commissioner Henson			X			
Commissioner Lewis	X		X			

A motion to approve the minutes for the June 8, 2023, Board Meeting by Chairwoman Annalisa Moritz. The motion was seconded by Commissioner Joyce Lewis. The minutes were approved.

Roll Call Vote:

Motion: Chairwoman Annalisa Moritz

Second: Commissioner Joyce Lewis

Roll Call: Unanimous

	Motion	Second	Yea	Nay	Abstain	Absent
Chairwoman Moritz	X		X			
Commissioner Nichols			X			
Commissioner Henson			X			
Commissioner Lewis		X	X			

A motion to approve the minutes for the June 22, 2023, Board Meeting was made by Chairwoman Annalisa Moritz and seconded by Vice Chairman Akmad Nichols. The minutes were approved.

Roll Call Vote:

Motion: Chairwoman Annalisa Moritz

Second: Vice Chairman Akmad Nichols

Roll Call: Unanimous

	Motion	Second	Yea	Nay	Abstain	Absent
Chairwoman Moritz	X		X			
Commissioner Nichols		X	X			
Commissioner Henson			X			
Commissioner Lewis			X			

A motion to approve the minutes for the July 20, 2023, Board Meetings was made by Chairwomen Annalisa Moritz and seconded by Commissioner Joyce Lewis. The minutes were approved.

Roll Call Vote:

Motion: Chairwoman Annalisa Moritz

Second: Commissioner Joyce Lewis

Roll Call: Unanimous

	Motion	Second	Yea	Nay	Abstain	Absent
Chairwoman Moritz	X		X			
Commissioner Nichols			X			
Commissioner Henson			X			
Commissioner Lewis		X	X			

- IV. **Correspondence:** Executive Director Upshaw stated she received notification that this is the 5th anniversary for a smoke free public housing rule that passed February 3, 2017 and went into effect July 31, 2018. The correspondence will be posted at all our communities.
- NJNAHRO CONFERENCE: NJNAHRO which stands for the New Jersey National Association for Housing and Redevelopment Officials will host a conference in mid-November in Atlantic City. At the conference, they will discuss NSPIRE for Section 8 and HOTMA. Executive Director Upshaw expressed her interest in attending this conference. She added that if anyone is interested in attending the conference to please let her know before November 4th which is the deadline for early registration.
- There was a motion to approve Executive Director Karen M. Upshaw to attend the NJ NARHO Conference in Atlantic City at a cost of \$375.00. The motion was made by Commissioner Joyce Lewis and seconded by Commissioner Kiersten Henson. Vote: Unanimous.

Roll Call Vote:

Motion: Commissioner Joyce Lewis

Second: Commissioner Kiersten Henson

Roll Call: Unanimous

	Motion	Second	Yea	Nay	Abstain	Absent
Chairwoman Moritz	X		X			
Commissioner Nichols			X			
Commissioner Henson		X	X			
Commissioner Lewis			X			

V. **Public Comments/Questions:** There was no public comment.

VI. **Report of the Executive Director:** Executive Director Upshaw explained that cameras are being installed at Broadway Towers by Eagle Eyes Company. She requested that additional cameras be installed on each floor at Broadway Towers. She would like to add cameras to each floor. She also mentioned that she has moved two more families into new units. She takes pictures of the units prior to moving the residents to have evidence of the unit. Chairwoman Annalisa Moritz asked for an update regarding the Neighborhood Choice Grant. West Side Court is a part of the grant. The City of Salem has hired a planner for the grant. There will be a meeting tomorrow, October 24, 2023, at 5:30 p.m. to be hosted by the City of Salem. Executive Director Upshaw will be attending the meeting.

VII. **Resolutions for Consideration:**

Resolution No. 51 of 2023 Resolution Establishing a Finance Committee

Roll Call Vote:

Motion: Chairwoman Annalisa Moritz

Second: Commissioner Kiersten Henson

Roll Call: Unanimous

	Motion	Second	Yea	Nay	Abstain	Absent
Chairwoman Moritz	X		X			
Commissioner Nichols			X			
Commissioner Henson		X	X			
Commissioner Lewis			X			

There was a brief discussion regarding the resolution, in which it was agreed that **the Finance Committee will be comprised of Vice Chairman Akmad Nichols, Commissioner Joyce Lewis, and Commissioner Kiersten Henson.**

Resolution No. 52 of 2023 Resolution Approving the Payment of Bills

Roll Call Vote:
Motion: Commissioner Joyce Lewis
Second: Vice Chairman Akmad Nichols

Roll Call: Unanimous

	Motion	Second	Yea	Nay	Abstain	Absent
Chairwoman Moritz			X			
Commissioner Nichols		X	X			
Commissioner Henson			X			
Commissioner Lewis	X		X			

- VIII. **Old Business:** None
- IX. **New Business:** None
- X. **Adjournment:** A motion to adjourn the meeting was made at 6:45 p.m.

Roll Call Vote:
Motion: Commissioner Joyce Lewis
Second: Vice Chairman Akmad Nichols

Roll Call: Unanimous

	Motion	Second	Yea	Nay	Abstain	Absent
Chairwoman Moritz			X			
Commissioner Nichols		X	X			
Commissioner Henson			X			
Commissioner Lewis	X		X			