



# HOUSING AUTHORITY OF THE CITY OF SALEM

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

October 17, 2024

- I. A regular meeting of the Housing Authority of the City of Salem (SHA) Board of Commissioners was held on Thursday, October 17, 2024, at the Broadway Tower Community Room. 205 Seventh Street, Salem, NJ. The meeting was convened via zoom and in person. The meeting commenced at 6:25 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:** Solicitor Telsey announced the roll call. Present were Vice Chairman Akmad Nichols, Commissioner Kiersten Westley-Henson, Commissioner Joyce Lewis, and Commissioner Destiny C. Wood. Also present were Adam Telsey, Solicitor, Karen M. Upshaw, Executive Director, Marc Starling Interim Executive Director and Teneva Hammond, Asst. Property Manager.  
  
**Absent:** Commissioner Dawn Johnson
  
- III. **Correspondence:** Executive Director Karen Upshaw mentioned that notices were sent to residents regarding the installation of sump pumps under each elevator shaft at Broadway Towers. Notices were also sent to Anderson Drive residents regarding the roofing installation. The roofing installations will commence on October 24<sup>th</sup> weather permitting. Director Upshaw mentioned we received a notice from the New Jersey American Water Company regarding the installation of new water meters at Broadway Towers which will be installed on October 23rd. In addition, she stated she received an email from Chief Michael Brooks of the Salem Police Department commending the Authority on the outdoor lighting installed at West Side Court and requested we do the same at Anderson Drive.
  
- IV. **Public Comments/Questions:** Kelly Irving from EnerConnex of South Jersey Industries explained the electrical cost savings last year was \$77,600.00. She further explained that Atlantic City Electric had to increase the rates due to the capacity increase. This year savings will increase to about \$13,000.00 this coming year should the Board enter into an Agreement with EnerConnex and Freepoint. There was a brief discussion on the matter. Director Upshaw introduced the Board of Commissioners to Teneva Hammond, the new Assistant Property Manager.
  
- V. **Report of the Executive Director:** Director Upshaw provided a report to the Board of Commissioners outlining the accomplishments of the Housing Authority of the City of Salem for the last eighteen months that she served as the Executive Director. She also thanked the

Board of Commissioners for allowing her to serve them and the residents of the Housing Authority of the City of Salem and she thanked the staff.

**VI. Resolutions for Consideration:**  
**Resolution No. 47 of 2024 Resolution Authorizing Executive Session**

**Roll Call Vote:**  
**Motion: Commissioner Joyce Lewis**  
**Second: Commissioner Kiersten Henson**

**Roll Call: Unanimous**

	<b>Motion</b>	<b>Second</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
<b>Acting Chairman Nichols</b>			X			
<b>Commissioner Henson</b>		X	X			
<b>Commissioner Johnson</b>						X
<b>Commissioner Lewis</b>	X		X			
<b>Commissioner Wood</b>			X			

**Resolutions for Consideration:**

**Resolution No. 48 of 2024 Resolution to Enter Into a Contractual Agreement for an Interim Executive Director**

Solicitor Telsey mentioned that the contract provided by Marc A. Starling is pending review and approval by the Board of Commissioners.

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

**Roll Call: Unanimous**

	<b>Motion</b>	<b>Second</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
<b>Acting Chairman Nichols</b>	X		X			
<b>Commissioner Henson</b>			X			
<b>Commissioner Johnson</b>						X
<b>Commissioner Lewis</b>		X	X			
<b>Commissioner Wood</b>			X			

**Resolution No. 49 of 2024** Resolution Authorizing the Executive Director to Execute An Agreement with EnerConnex an SJI Company and Freepoint Energy Solutions for Savings on Electrical Cost

**Roll Call Vote:**

**Motion: Commissioner Joyce Lewis  
Second: Commissioner Kiersten Henson**

**Roll Call: Unanimous**

	Motion	Second	Yea	Nay	Abstain	Absent
Acting Chairman Nichols			X			
Commissioner Henson		X	X			
Commissioner Johnson						X
Commissioner Lewis	X		X			
Commissioner Wood			X			

**Resolution No. 50 of 2024** Resolution Authorizing the Housing through Modernization Act to Implement New Income Calculations for Rent

**Roll Call Vote:**

**Motion: Vice Chairman Nichols  
Second: Commissioner Lewis**

**Roll Call: Unanimous**

	Motion	Second	Yea	Nay	Abstain	Absent
Acting Chairman Nichols	X		X			
Commissioner Henson			X			
Commissioner Johnson						X
Commissioner Lewis		X	X			
Commissioner Wood			X			

**Resolution No. 51 of 2024** Resolution Authorizing the Executive Director to Enter Into A Contract With Fabbri Builders, Inc. For General Contractor Services

**Roll Call Vote:**

**Motion: Commissioner Lewis  
Second: Commissioner Henson**

**Roll Call: Unanimous**

	Motion	Second	Yea	Nay	Abstain	Absent
Acting Chairman Nichols			X			
Commissioner Henson		X	X			
Commissioner Johnson						X
Commissioner Lewis	X		X			
Commissioner Wood			X			

There was a brief discussion on the matter. Director Upshaw shared that HUD recommended hiring a general contractor to assist with the vacancies to help the SHA move from substandard status.

**Resolution No. 52 of 2024      Resolution Approving the Payment of Bills**

**Roll Call Vote:**

**Motion: Vice Chairman Nichols**

**Second: Commissioner Lewis**

**Roll Call: Unanimous**

	<b>Motion</b>	<b>Second</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
<b>Acting Chairman Nichols</b>	X		X			
<b>Commissioner Henson</b>			X			
<b>Commissioner Johnson</b>						X
<b>Commissioner Lewis</b>		X	X			
<b>Commissioner Wood</b>			X			

VII. **Old Business:** Director Upshaw mentioned that the installation of the new roofing will start on October 24<sup>th</sup> and that residents are happy with all the progress to date.

VIII. **New Business: None**

IX. **Adjournment:** A motion to adjourn the meeting was made at 7:01 p.m.

**Roll Call Vote:**

**Motion: Vice Chairman Nichols**

**Second: Commissioner Lewis**

**Roll Call: Unanimous**

	<b>Motion</b>	<b>Second</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
<b>Acting Chairman Nichols</b>	X		X			
<b>Commissioner Henson</b>			X			
<b>Commissioner Johnson</b>						X
<b>Commissioner Lewis</b>		X	X			
<b>Commissioner Wood</b>			X			