

HOUSING BOARD
Re-Organization and Regular Meeting Minutes
January 19, 2023
8:00AM

Call to Order

The Regular Meeting of the Housing Board was called to order by Secretary Michele Tipton-Walters at 8:00a.m.

The following notice requirement was read aloud:

Adequate notice of this meeting was provided by posting the date and time on the Kingwood Township Municipal website on January 11 2023. The agenda and Zoom link were posted to the website under Current Agendas. Notice of this meeting was also published in the Trenton Times on January 18, 2023.

In order to ensure full public participation in this meeting, all members of this Board, and also members of the public are requested to speak only when recognized by the Chair so that there is no simultaneous discussion or over-talk.

ROLL CALL

Present **Absent**

Andrew Russano, Jr. None

Philip Lubitz

Nancy Good

Leslie Bella

Cynthia Ostergaard

Also present were Township Attorney, James Moscagiuri from Lavery, Selvaggi, Abromitis and Cohen, P.C. and Township Planner, David Banisch from Banisch Associates, Inc.

Reorganization

Motion for Nomination of Chairperson for the Housing Board for 2023.

It was moved by Andrew Russano, Jr. seconded by Cynthia Ostergaard and carried to nominate Philip Lubitz **Chairperson** of the Housing Board for year 2023.

Roll Call Vote:

Aye: Russano, Lubitz, Ostergaard, Bella, Good

Nay: None

Abstain: None

Absent: None

Motion for Nomination of Vice-Chairperson for the Housing Board for 2023

It was moved by Andrew Russano, Jr. seconded by Cynthia Ostergaard and carried to nominate Nancy Good **Vice-Chairperson** of the Housing Board for year 2023.

Roll Call Vote:

Aye:	Russano, Lubitz, Ostergaard, Bella, Good
Nay:	None
Abstain:	None
Absent:	None

Motion to approve the below meeting dates for 2023

It was moved by Andrew Russano, seconded by Nancy Good to approve meeting dates for 2023 as listed:

April 20, 2023

July 20, 2023

September 21, 2023

All Voted “Aye” on Roll Call Vote

Public Comment – Privilege of the Floor

P. Lubitz took a moment to thank the members of this Housing Board for their work and volunteerism.

New Business

Approve Minutes of the September 22, 2022 Housing Board Reorganization and Regular Meeting

It was moved by Cynthia Ostergaard, seconded by Nancy Good to approve the September 22, 2022 Housing Board Meeting Regular meeting minutes.

Roll Call Vote:

Aye:	Lubitz, Good, Bella, Ostergaard
Nay:	None
Abstain:	Russano
Absent:	None

2023 Budget Request

The Board discussed expected Fair Share housing costs for 2023 as it would relate to the 2023 Budget Request. David Banisch did not expect that there would be any major expenses for this year. P. Lubitz then recommended that the Housing Board reduce their usual requested budget amount of \$5,000.00 to \$4,000.00 to show a \$1,000.00 savings for the Housing Board this year.

Motion to Request \$4,000.00 Instead of the Previous Amount of \$5,000.00 for the 2023 Housing Board Budget.

It was moved by Andrew Russano, seconded by Nancy Good to approve the 2023 Budget Request of \$4,000.00.

Roll Call Vote:

Aye:	Russano, Lubitz, Good, Bella, Ostergaard
Nay:	None
Abstain:	None
Absent:	None

Affordable Housing Compliance Update

Mr. Banisch reported that the Affordable Housing Settlement period is ten years and that the first round runs through July of 2025. No one knows what will happen at that time but the plan is that Kingwood will go back to court to ask for an extension of the judgment of compliance. At this time there are only a few outstanding items out of 11 of the obligation that need to be completed and should be within the next few months.

The 8th item on the list is a revised Resolution of Intent to fund for shortfall which has been accepted by the Court Master but may still need to be adopted by the Township Committee. This Resolution means that if the municipality cannot cover expenditures out of our Affordable Housing Trust Fund and the development fees collected that the municipality will bond for any shortfall.

The 9th obligation is the adoption of the rehabilitation manual. Once that is done the Township may be required to hire an outside administrative agent to administer the process.

Mr. Banisch noted that the Eastern Gateway Village Center Affordable Housing overlay is the crux of the Kingwood Township's Municipal compliance with the Affordable Housing obligation. If a Developer comes to the Township, the mechanisms are in place with effective zoning to permit that development.

The Board discussed obligation #2 which involves two elements, new construction and rehabilitation. There would be approximately \$10,000/unit of financial liability to the Township for the possible new construction of 5 units.

Mr. Banisch stated that at this time Kingwood is waiting for the development community to assert its interest in the Eastern Gateway Overlay. In the meantime, the Township should try to build as much Affordable Housing as possible within the constraints of the Affordable Housing Trust fund.

The Committee discussed the obstacles to building a group home in Kingwood Township. The main issue is the lack of transportation services for the occupants for work, shopping, medical care etc. Another issue is saturation of services in an area. The Township would have to get approval from DHS to make sure it meets their criteria and not saturating an area. That would not likely be a problem in Kingwood and if saturation does occur a waiver can be requested. The last obstacle is due to the remoteness of this area staffing the Home would be very difficult staff. There is no public transportation in and out of Kingwood Township and potential staff would need to have their own vehicles that can manage the commute. The Committee discussed the possibility of adding on live-in staffing quarters to a newly built group home.

Galleria Homes – Affordable Rental Proposals

Mr. Banisch reviewed the Galleria Affordable Housing plans for the Route 519 location in Kingwood. They would like to build 10 units on the site next to the Our Lady of Victory church. Unfortunately, this site would also include a waste treatment permitting burden. The project would require a New Jersey Pollution, Discharge, Elimination System (NJPDES). This process would need to be overseen by an engineer who has previous experience with this permitting process.

The Committee asked Mr. Banisch to query others to see if he can locate a few options for an engineer with this specialized experience.

P. Lubitz reported that some members of the Township Committee had proposed that the Planning Board absorb the Housing Board as it is an advisory committee only. After some discussion Mr. Moscagiuri stated that for at least this year he believed that the Township should continue with the experience of this Housing Board.

Next meeting scheduled for April 20, 2023 at 8:00AM.

Adjournment

It was moved by Cynthia Ostergaard, seconded by Leslie Bella and carried to adjourn the meeting at 9:00AM. All voted Aye on Roll Call Vote.

Respectfully submitted by,
Michele Tipton-Walters,
Housing Board Secretary