

**TOWNSHIP OF MOORESTOWN
LOW AND MODERATE INCOME HOUSING OVERSIGHT COMMITTEE
MEETING MINUTES**

**LIBRARY ROOM B
Tuesday, June 28, 2022
7:00 P.M.**

1. **Call to Order** – Mr. Sutherland called the meeting to order.
2. **Roll Call** – Committee members and other committee participants present at the meeting were Evoy, Gillespie (Mayor) – in attendance towards the end of the meeting, Jackson, Jamanow (Director of Community Development), Newcomer, Reel-Panish, Sutherland.
3. **Minutes** – This meeting’s agenda had the minutes incorrectly listed as the minutes from the 2/15/22 meeting but were for the 5/3/22 meeting. The 5/3/22 meeting minutes were distributed as hardcopy handouts to the committee and are attached as Appendix A. The committee vote to approve these minutes was moved by Mr. Newcomer and seconded by Ms. Jackson. All voting members present voted in favor.
4. **Discussion Items** (the agenda for this meeting is attached as Appendix B)

1. **Resolutions adopted by Council in January, February, March and April 2022**

Res 136-2022	Raymond Coleman Heinold	\$2,512.00
		\$1,792.00
	Surenian, Edwards & Nolan LLC	\$5,490.75
		\$11,347.00
	CGP&H	\$266.00
		\$192.00
Res 149-2022	JDM Planning Associates, LLC	\$4,375.00
Res 153-2022	Raymond Coleman Heinold	\$1,120.00
	Surenian, Edwards & Nolan LLC	\$488.57
	Clarke Caton Hintz	\$2,613.37
		\$1,761.41
	JDM Planning Associates, LLC	\$1,375.00
	CGP&H	\$1,078.00

Ms. Jamanow explained that the above information is a reporting of invoices that were approved by Township Counsel previously.

2. **Reimbursement Requests for Council consideration at the 6/11/2022 Council Meeting upon recommendation from LMIHOC.**
Review and Approval for a request for payment to Surenian Edwards & Nolan LLC in the amount of \$10,040.50 for legal services in April 2022.

The Committee discussed that the detail for this \$10,040.50 invoice was emailed to the Committee on 6/20/2022. The committee vote to approve these minutes

was moved by Mr. Sutherland and seconded by Mr. Evoy. All voting members present voted in favor.

V. Review of Ordinance 6-44.

Committee discussed that Ordinance 6-44 was written many years ago when MEND was then taking more of a lead role in LMIH in the Township. The Committee discussed if there were other roles this Committee could take in the Township in the future, now that LMIH planning in the Township is further along than when this Committee was initially formed.

Committee discussed the status of affordable housing development in the Township and that the Mall development is likely the closest to begin construction of the various sites in the Township.

Mr. Evoy discussed his thoughts on the LMIHOC continuing as stand-alone committee and possibly working with other Township committees or task forces in the future. Mr. Evoy said the LMIHOC's role in the future could include both educating the community through outreach and to field questions and feedback from the community.

Mr. Sutherland and Ms. Reel-Panish suggested that we consider renaming the Committee to have a broader scope, such as the Housing Commission or Housing Committee, so as to not focus on just low and moderate income housing, but all types of housing in the community. The Committee discussed that this topic would be discussed further at the next Committee meeting.

Ms. Jamanow said she thought it made sense to consider changing Ordinance 6-44 to include some of the points A – D from the Committee and Better Together Task Force meeting summary. Jamanow said Committee members should plan on having feedback on points A – D being incorporated into the Committee's ordinance/charter and if there are other items, changes, etc. that should also be considered. Jamanow asked the Committee to have feedback prepared for our next Committee meeting scheduled for Sep-2022. Ms. Jamanow asked that Committee members bring ideas to the next meeting or email them directly to her ahead of time so we can develop roles and objectives for the Committee in the future. Ms. Jamanow said that any such emails should be sent directly to her only, and not to other Committee members as well, so she can accumulate the ideas and summarize them for the Committee at our next meeting.

Ms. Jamanow reviewed the current text of Ordinance 6-44 with the Committee and whether the Committee felt the "Powers and duties" Sections B(1)(a) – B(1)(c) of the ordinance are accurate descriptions of the Committee's current roles. The Committee members were generally in agreement that these sections of the ordinance described roles that were broader than the Committee's current roles. The Committee discussed that efforts to modify the Committee's objectives and the ordinance could make sense. The Committee discussed leaving the current ordinance in place, working to develop new Committee goals

and objectives at future meetings, and then look to have the ordinance considered for revision to reflect the new goals.

VI. Review of meeting held between members of Low/Mod and Better Together.

Mr. Newcomer distributed a hardcopy summary to the Committee of their 6/24/22 meeting with Better Together Task Force; attached as Appendix C. Mr. Sutherland said he wasn't informed of the meeting date for this meeting and Ms. Jamanow and Mr. Newcomer said they would let Mr. Sutherland know if any future meetings take place. Ms. Jackson asked what the mission and role were for the Better Together Task Force. Mr. Newcomer referred Ms. Jackson to the "**Better Together Task Force**" paragraph in this meeting summary attachment for a summary of the mission/goals of the task force. Ms. Jackson asked how this Committee and the Better Together Task Force will work together in the future. Mr. Evoy said the Review of Ordinance 6-44 agenda item and discussions around that agenda item at this and future Committee meetings could address her question better. Mr. Newcomer reviewed items A – D on this meeting summary and that these items could be possible objectives of this Committee as Ordinance 6-44 is possibly considered for modification.

Other Topics Discussed by the Committee:

Mr. Sutherland asked generally how much the Township planned to spend on improvements on the Lenola Rd. house recently purchased for affordable housing purposes. Ms. Jamanow said there is some drainage work on the property taking place and the Township is completing a good amount of the work using its own resources and staff. Ms. Jamanow didn't provide an amount of the expenditures for the improvements.

Mr. Sutherland asked if Penrose is on track for obtaining their funding for Harper Dr. LMIH development. Ms. Jamanow said that Penrose seems to be on track for the funding.

For a future meeting, Ms. Jamanow discussed having a representative from our LMIH administrative agent and/or the director of MEND to attend. These representatives could provide an update on their roles in the Township's LMIH and to participate in the Committee meeting.

Ms. Jamanow said that a presentation for the Diocese of Trenton site for LMIH may be given to the Appearance Committee in the coming weeks. Ms. Jamanow said she will let the LMIHOC know about this meeting and ask if the members would like to attend this presentation as well.

Ms. Jamanow said the next Committee meeting is scheduled for 9/6/22. The Committee discussed that this was the day after the Labor Day holiday, and it would be preferred to reschedule the meeting to a later date in September. The Committee discussed rescheduling the next Committee meeting to 9/20/22 as an anticipated date.

- V. **Public Comments** – there were no members of the public in attendance during the meeting.
- VI. **Adjournment** - the meeting was adjourned. Next meeting tentatively scheduled for September 20, 2022.

OFFICIAL ACTION MAY BE TAKEN ON ANY ITEM ON THE AGENDA

Appendix A

TOWNSHIP OF MOORESTOWN LOW AND MODERATE INCOME HOUSING OVERSIGHT COMMITTEE MEETING MINUTES

LIBRARY ROOM A
Tuesday, May 3, 2022
7:00 P.M.

- I. Call to Order** – Mr. Sutherland called the meeting to order.
- II. Roll Call** – Committee members and other committee participants present at the meeting were Evoy, Gillespe (Mayor), Jackson, Jamanow (Director of Community Development), Newcomer, Sutherland, Thomas.
- III. Minutes** – for the minutes from the 2/15/22 meeting, the committee vote to approve these minutes was moved by Sutherland and seconded by Jackson. All voting members present voted in favor.

IV. Discussion Items -

1. Resolutions adopted by Council in January, February, March and April 2022

Res 56-2022	Raymond Coleman Heinold	\$1,008.00
	Surenian, Edwards & Nolan LLC	\$4,557.50
		\$7,752.50
	John Maczuga, P.P., AICP	\$1,062.50
	Clarke Caton Hintz	\$ 12.50
Res 70-2022	Community Options	\$200,000.00
Res 73-2022	Raymond Coleman Heinold	\$560.00
	Surenian, Edwards & Nolan LLC	\$4,476.25
Res 77-2022	Chad Whyte	\$5,000.00
Res 90-2022	Surenian Edwards & Nolan LLC	\$8,247.62
Res 106-2022	Raymond Coleman Heinold	\$3,408.00
	Clarke Caton Hintz	\$1,612.50
	CGP&H	\$300.00
Res 120-2022	Raymond Coleman Heinold	\$6,102.00
	Surenian Edwards & Nolan LLC	\$1,878.25
		\$7,473.00
		\$756.75
		\$2,892.50
		\$105.00
		\$3,394.75
		\$4069.00
	Clarke Caton Hintz	\$2,403.15

CGP&H	\$2,100.00
Res - 2022 Clark Caton Hintz	\$1,379.50

The Committee discussed the above listing of invoices that were approved by Council. The Community Options invoice was voted upon and approved at a previous meeting of this Committee and is listed above to show the approval by Council.

- 2. Reimbursement Requests for Council consideration at the 5/23/2022 Council Meeting upon recommendation from LMIHOC.**
Review and Approval for a request for payment to Surenian Edwards & Nolan LLC in the amount of \$11,347.00 for litigation services in February 2021.

Ms. Jamanow discussed that this was an invoice that was recently received from the vendor. Mr. Sutherland motioned to approve this invoice for \$11,347.00 for services provided. Mr. Newcomer seconded the motion. All voting members present voted in favor.

- 3. Update on 712 New Albany Road – Property purchased for a Market to Affordable Program home.**

The Committee discussed that the agenda for this item listed the incorrect property address as 712 New Albany Road. The correct property address is 712 North Lenola Road.

Ms. Jamanow discussed that this property was previously purchased by the Township and is currently undergoing various property improvements by the Township before it will be sold as an affordable home.

Ms. Thomas asked if the Township has ever considered using Habitat for Humanity as a partner for coordinating targeted conversions of homes in the Township to affordable housing. The Committee discussed that Habitat for Humanity typically will provide affordable homes as a private, nonprofit entity and the Township has not used Habitat for Humanity for this role in any formal manner.

- 4. Compliance Hearing Update – The Township was granted a FINAL JUDGMENT OF COMPLIANCE AND REPOSE**

The Committee discussed that Penrose expects to start construction on the Harper Drive property next year. For the Moorestown Mall property, Mayor Gillespie said construction could begin as early as the fall of this year.

- 5. Review of Ordinance 6-44.**

Mayor Gillespie discussed that this is the ordinance that created the Low and Moderate-Income Housing Oversight Committee for the Township. Mayor Gillespie explained that all Township Committees are being tasked with reviewing the ordinances relating to each committee and for the committee members to suggest modifications to committee responsibilities that could be

beneficial. Mayor Gillespie asked the Committee members to review this ordinance and offer suggestions for roles and responsibilities of the Committee going forward, due to recent developments such as the Final Judgement of Compliance and Repose being granted. Mayor Gillespie tasked the Committee with discussions, at our next meeting, regarding what would a group of citizens on this Committee offer to the Township Council as it relates to affordable housing in the Township.

Other Topics Discussed by the Committee:

The Committee discussed what type of oversight there is on the selection of affordable housing candidates. Ms. Jamanow said CGP&H (Community Grants, Planning and Housing) is an outside agent that is responsible many roles with the Township's affordable housing. Ms. Jamanow said at a future Committee meeting, a presentation to the Committee by CGP&H could be a worthwhile event to coordinate.

The Committee discussed the questions of: How integrated are affordable housing residents in the community? What help can the Committee provide to these current and prospective residents?

Mayor Gillespie discussed the Better Together task force created by Council that has done research and surveys and made recommendations to Council relating to various community topics in the Township. Mr. Newcomer said it may make sense for members of the Committee to meet with the Better Together task force to discuss ways that group and this Committee could work together. Mayor Gillespie said she can ask that task force if the group could meet with members of the Committee and discuss these ideas.

V. Public Comments – Mr. Sutherland asked if there were any public comments.

Barbara Rich was the only member of the public present at the meeting and said she was impressed with the amount of detailed discussions that took place at this meeting on important topics, such as this. Ms. Rich asked if there are any homeowners converting portions of their homes for low or moderate income housing. Ms. Jamanow said this type of conversion would need to go through the Township's various Committees and Boards for any such requests by residents. Ms. Rich asked about the property on Chester Avenue that she said is applying to change the property use to 6 apartments for the existing property and if they would be subject to any affordable housing rules. Ms. Jamanow said the conversion process would likely need to include a portion for affordable housing in the conversion and this would be part of the Township's review and approval of any such conversion and development plans.

VI. Adjournment – the meeting was adjourned. Next meeting scheduled for June 28, 2022.

OFFICIAL ACTION MAY BE TAKEN ON ANY ITEM ON THE AGENDA

Appendix B



The Township of Moorestown

Department of Community Development
111 West Second St. • Moorestown • New Jersey 08057
(856)235-0912

LOW AND MODERATE INCOME HOUSING OVERSIGHT COMMITTEE AGENDA

LIBRARY ROOM ~~A~~ B
Tuesday, ~~May 3, 2022~~ June 28
7:00 P.M.

- I. Call to Order
- II. Roll Call
- III. Minutes: February 15, 2022
- IV. Discussion Items
 - 1. Resolutions adopted by Council in January, February, March and April 2022

Res 136-2022	Raymond Coleman Heinold	\$2,512.00
		\$1,792.00
	Surenian, Edwards & Nolan LLC	\$5,490.75
		\$11,347.00
	CGP&H	\$266.00
		\$192.00
Res 149-2022	JDM Planning Associates, LLC	\$4,375.00
Res 153-2022	Raymond Coleman Heinold	\$1,120.00
	Surenian, Edwards & Nolan LLC	\$488.57
	Clarke Caton Hintz	\$2,613.37
		\$1,761.41
	JDM Planning Associates, LLC	\$1,375.00
	CGP&H	\$1,078.00
 - 2. Reimbursement Requests for Council consideration at the 6/11/2022 Council Meeting upon recommendation from LMIHOC.
Review and Approval for a request for payment to Surenian Edwards & Nolan LLC in the amount of \$10,040.50 for legal services in April 2022.
 - 3. Review of Ordinance 6-44.
 - 4. Review of meeting held between members of Low/Mod and Better Together.
- V. Public Comments-Please email njamanow@moorestown.nj.us in order to submit comments or questions.
- VI. Adjournment

Next Meeting: September 6, 2022

OFFICIAL ACTION MAY BE TAKEN ON ANY ITEM ON THE AGENDA

Appendix C

Date: June 24, 2022

To: Low and Moderate Housing Oversight Committee Members and Nancy Jaminow, Community Development Director

From: Greg Newcomer and Billie Danielle Thomas

Re: Meeting with Better Together Task Force re Low Mod Committee and Taskforce

Background: At the last meeting of the Low and Moderate Committee it was agreed that a meeting between Members of the Better Together Taskforce and the Low and Moderate Committee to see if there was some synergy for the two Groups to go forward together.

Billie Danielle Thomas and Greg Newcomer from Low Mod met with Sue Mammerella and Quinton Law of the Better Together Task Force Met on May 28, 2022, to discuss this subject. A discussion of the functions of both the Task Force and the Low Mod Committee was had.

Their purposes were outlined as follows:

Low- and Moderate-Income Committee- to ensure reasonable and accessible housing was available to everyone especially those who were of low income.

Better Together Task Force-to establish a town committee that focused on promoting Diversity, Equity, and inclusion.

The Task Force's functions were pointed out to be different than what had been the functions of the Low Mod Committee. It was determined the Low Mod Committee's functions were valuable but were different from the Task Force.

After these things were weighed it was suggested that the Low Mod Committee could look at ways to meet goals that might marry with the Low Mod Committee, and/or be "re-imagined" as follows:

- A. Providing information around the fact that there is additional affordable housing in Moorestown,
- B. Gathering and communicating information from Community Development on the process for getting on the "list" Affordable Housing,
- C. Raising awareness around affordable housing, including the chronology of the development of affordable housing) through community events, i.e., setting up a booth at town events, speaking to the public at meetings and events,
- D. Clarifying eligibility requirements for the distinct types of units planned (who qualifies for affordable housing units, who qualifies for market value.

It was discussed that the Low Mod committee in its redefined and reimagined role may or may not become a part of the Better Together Committee. For consideration is whether or not there is the opportunity to merge or remain as a standalone committee.

Respectfully submitted,

Greg Newcomer and Billie Danielle Thomas
Members of the Low and Moderate Housing Oversight Committee