

**MINUTES OF THE 512th BOARD MEETING  
OF THE  
NEW JERSEY HOUSING AND MORTGAGE FINANCE AGENCY**

**January 11, 2024**

**MEMBERS:**

- \* Kate McDonnell, Deputy Commissioner, DCA (representing Jacquelyn Suarez, Acting Commissioner, DCA)
- \*\* Aimee Manocchio-Nason, Deputy Attorney General, Division of Law, (representing Matthew J. Platkin, Attorney General)
- \*\*\* Robert Tighue, Assistant Deputy Director, Department of Treasury (representing Elizabeth Maher Muoio, State Treasurer)
- \*\*\*\* Paulette Sibblies -Flagg, Administrator of Accreditation, Department of Banking and Insurance (representing Justin Zimmerman, Acting Commissioner, Department of Banking and Insurance)
- \*\*\*\*\* Eric Kaufman, Director of Special Projects, Department of Human Services (representing Sarah Adelman Commissioner, Department of Human Services)

Dorothy Blakeslee  
Stanley Weeks  
Diane Johnson

**HMFA STAFF  
PRESENT:**

Melanie R Walter, Executive Director  
Laura Shea, Chief of Legal and Regulatory Affairs  
Deb Urban, Chief of Multifamily Programs  
Jeanette Nieves, Executive Board Secretary  
Rosy Dafonseca, Assistant Director of Multifamily/Supportive Housing and Lending  
Donna Spencer, Director of Multifamily/Supportive Housing and Lending  
Tanya Hudson-Murray, Managing Director of Multifamily Programs  
Jonathan Sternesky, Director of Policy and Legislative Affairs  
Joseph Heath, Director of Capital Markets  
Darryl Applegate, Director of Regulatory Affairs  
Gloria Mehnert, Senior Paralegal  
Radica Ghooray, Director of Information Technology  
Brad Leak, Director of Finance  
Jamie Ding, Policy and Programs Analyst II  
Pamela DeLosSantos, Director of Technical Services  
Mary Miller, Director of Operations  
Charylene Matthews, Senior Procurement Officer  
Sylvia Allen, Records Management Analyst II  
Beatrice Smith, Receptionist  
Marcia Smith, Administrative Assistant II  
Marlo Austell, Executive Assistant  
Rebecca Errickson, Junior Executive Assistant

Torri Thompson, Assistant Director of Operations  
Catherine Bernard, Assistant Director of MF Program Funding  
Joseph Heath, Director of Capital Markets  
Shaheed Morris, Public Information Officer  
Julianne Reese, Assistant Director of Finance  
Robert Dippold, Insurance Coordinator  
Michelle McKnight, Records Management Analyst II  
Sean Palombi, General Services Assistant I  
Jeannette Santiago, Paralegal I  
Jesse Crawford, Lender Outreach and Marketing Coordinator  
Musique Hodges, Closing Assistant  
Kelly Klaus, Paralegal I  
Shakeeda Owens, Housing Management Officer I  
Jason M Miller, HMO III  
Jennifer Dunfee-Johnson, Housing Management Officer I  
Jean - Claude Michel, Graphic Design Coordinator  
Katone Glover, Assistant Director of Asset Management (CA)  
Alicia Rocha, Asset Manager  
Sonji Rhoden, Administrative Assistant III  
Chai Respes, Director of Human Resources  
Tina Vignalli, Senior Compliance Officer  
Janet Terry, Paralegal I  
Lavern Henry, Assistant Director of Asset Management  
Beata Kicinska, Housing Management Officer II  
Christopher Ryan, Digital Marketing Communications Coordinator  
Debbie Pennant-Townsend, Administrative Assistant II  
Lineuri Placencia, Section 811 PRA Programs Specialist  
Dominique Smalls, Procurement Officer II  
Tiffany Faulk, Paralegal I  
Vita Tue, Housing Management Officer II  
Michele Sarnes, Housing Management Officer II  
David Sheridan, Occupancy Specialist I

OTHERS  
PRESENT:

Dorian Smith, Assistant Counsel, Governor's Authority Unit  
Vladimir Palma, Deputy Attorney General, Attorney General's Office  
Melisa Easaw, Deputy Attorney General, Attorney General's Office  
Alyson Cofran, Deputy Attorney General, Attorney General's Office

MEMBERS  
OF THE PUBLIC:

N Risoli, CIS  
Terry Reid, CIS  
Anna Bafaloukas  
Michael Acciani, LNWA & Arbor Management  
Carmen Santiago

- \* Letter of January 5, 2024 designating Kate McDonnell to represent Jacquelyn Suarez, Acting Commissioner, DCA
- \*\* Letter of January 27, 2023 designating Aimee Manocchio-Nason to represent Matthew J. Platkin, Attorney General
- \*\*\* Letter of November 29, 2022 designating Robert Tighue to represent the State Treasurer, Elizabeth Maher Muoio
- \*\*\*\* Letter of January 17, 2020 designating Paulette Sibblies – Flagg to represent Justin Zimmerman, Acting Commissioner, Department of Banking and Insurance
- \*\*\*\*\* Letter of November 2, 2018 designating Eric Kaufman to represent Sarah Adelman, Commissioner, Department of Human Services

January 11, 2024

Kate McDonnell, Deputy Commissioner, Department of Community Affairs read the following into the minutes:

### **NOTICE OF PUBLIC MEETING**

The New Jersey Housing and Mortgage Finance Agency gave notice of the time, place and date of this meeting by electronic mail, regular mail and hand delivery on January 4, 2024 to the Secretary of State of New Jersey, The Star Ledger, The Times, and the Courier Post, and by posting the notice at the office of the Agency in Trenton, New Jersey. Pursuant to the New Jersey Open Public Meetings Act, a resolution must be passed by the New Jersey Housing and Mortgage Finance Agency in order to hold a session from which the public is excluded.

I will remind our Board members and any members of the public that may have joined the meeting to please keep your line on mute to eliminate unnecessary background noise. I will ask the Board members to identify themselves before they speak so that the minutes accurately reflect who is speaking.

### **ROLL CALL**

*Are there any members of the public that wish to address the Board?*

*Executive Director Walter addressed the Board to provide the Executive Director's Update*

## **APPROVAL OF MINUTES**

### **APPROVAL OF THE PUBLIC SESSION MINUTES OF THE DECEMBER 7, 2023 TELECONFERENCE MEETING OF THE HMFA BOARD – ITEM 1A.**

*Robert Tighue moved and Aimee Manocchio-Nason seconded.* 1. Approval of the Public Session Minutes of the December 7, 2023 Teleconference Meeting of the HMFA Board

*Aye – Aimee Manocchio-Nason, Robert Tighue, Eric Kaufmann, Paulette Sibblies-Flagg, Dorothy Blakeslee, Stanley Weeks, Diane Johnson, Kate McDonnell*

*Nay – None*

*Abstained- None*

## **ANNUAL MEETING**

### **APPROVAL OF THE SCHEDULE OF REGULAR BOARD MEETINGS FOR 2024 AND DESIGNATION OF THE AGENCY’S OFFICIAL NEWSPAPERS – ITEM 2A**

*Paulette Sibblies-Flagg moved and Dorothy Blakeslee seconded.* 1. Approval of the schedule of regular Agency Board meetings for the calendar year 2024. 2. Approval to designate The Star Ledger, The Courier Post, and The Times as the Agency's official newspapers.

*Aye – Aimee Manocchio-Nason, Robert Tighue, Eric Kaufmann, Paulette Sibblies-Flagg, Dorothy Blakeslee, Stanley Weeks, Diane Johnson, Kate McDonnell*

*Nay – None*

*Abstained- None*

## **APPROVAL OF THE ELECTION OF THE VICE CHAIR – ITEM 2B**

*Robert Tighue nominated Acting Commissioner Justin Zimmerman or his designee to serve as the Vice-Chairman of the Agency's Board and Diane Johnson seconded*

*Dorothy Blakeslee moved and Aimee Manocchio Nason seconded. 1. Election of the Vice-Chairman for the New Jersey Housing and Mortgage Finance Agency.*

*Aye – Aimee Manocchio-Nason, Robert Tighue, Eric Kaufmann. Paulette Sibblies-Flagg, Dorothy Blakeslee, Stanley Weeks, Diane Johnson, Kate McDonnell*

*Nay – None*

*Abstained- None*

## **OTHER BUSINESS**

### **APPROVAL OF A RESOLUTION OF APPRECIATION FOR CARMEN SANTIAGO**

#### **– ITEM 3A**

*Diane Johnson moved and Paulette Sibblies – Flagg seconded.*

*Aye – Aimee Manocchio-Nason, Robert Tighue, Eric Kaufmann. Paulette Sibblies-Flagg, Dorothy Blakeslee, Stanley Weeks, Diane Johnson, Kate McDonnell*

*Nay – None*

*Abstained- None*

***Is there any other business, which the Board would like to discuss at this time?***

## **MOTION TO ADJOURN**

*Aimee Manocchio-Nason moved and Robert Tighue seconded a Motion to Adjourn at 10:19 a.m.*

*Aye – Aimee Manocchio-Nason, Robert Tighue, Eric Kaufmann, Paulette Sibblies-Flagg, Dorothy Blakeslee, Stanley Weeks, Diane Johnson, Kate McDonnell*

*Nay – None*

*Abstained- None*

**BOARD SCRIPT**  
**January 11, 2024 Meeting**

**NOTICE OF PUBLIC MEETING**

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I will remind our Board members and any members of the public that may have joined the meeting to please keep your line on mute to eliminate unnecessary background noise. I will ask the Board members to identify themselves before they speak so that the minutes accurately reflect who is speaking.

**ROLL CALL**

*Are there any members of the public that wish to address the Board?*

*Executive Director Walter will address the Board to provide the Executive Director's Update*



**APPROVAL OF MINUTES**

**APPROVAL OF THE PUBLIC SESSION MINUTES OF THE DECEMBER 7, 2023  
TELECONFERENCE MEETING OF THE HMFA BOARD – ITEM 1A.**

***Do any members of the Board have any questions or comments?***

***A proposed form of the Resolution with the Public Session Minutes of the December 7,  
2023 meeting of the Board is in your book under Tab 1a***

***May I have a motion on the resolution***

***May I have a second***

***Jeanette, please take a roll call***

***The Resolution is approved***

*We will now move on to the ANNUAL MEETING portion of the agenda.*

*(\*\*\*Melanie Walter, Executive Director will present this portion of the agenda for the record)*

**APPROVAL OF THE SCHEDULE OF REGULAR BOARD MEETINGS FOR 2024 AND DESIGNATION OF THE AGENCY'S OFFICIAL NEWSPAPERS – ITEM 2A**

**MELANIE:** The Agency By-Laws require the Agency to conduct an Annual Meeting. Today's meeting has been designated as the annual meeting. The Agency By-Laws also require the Board to adopt a schedule of the regular meetings it will hold during the upcoming year and designate the Agency's official newspapers at the Annual Meeting.

The schedule of board meetings for calendar year 2024 is included in your book under tab 2a. It is recommended that The Star Ledger, The Courier Post and The Times be designated as the Agency's official newspapers.

*Do any members of the Board have any questions or comments?*

*A proposed form of the Resolution with the attached RFA is in your book under Tab 2a*

*May I have a motion on the resolution*

*May I have a second*

*Jeanette, please take a roll call*

*The RFA is approved*

## **APPROVAL OF THE ELECTION OF THE VICE CHAIR – ITEM 2B**

**MELANIE**: In accordance with the Agency By-Laws, the Vice-Chair will be elected from among the Members each year at the Annual Meeting and will hold office until the next Annual Meeting or until a successor is elected. The Vice-Chair will preside over all meetings of the Agency in the absence of the Chair and will perform the duties of the Chair in the event the office of Chair is vacant or in the event the Chair is unable to perform such duties.

**May I have a nomination for a Vice Chair**

**May I have a second on the nomination**

**Do any members of the Board have any questions or comments?**

**A proposed form of the Resolution with the attached RFA is in your book under Tab 2b**

**May I have a motion on the resolution**

**May I have a second**

**Jeanette, please take a roll call**

**The RFA is approved**

**OTHER BUSINESS**

**APPROVAL OF A RESOLUTION OF APPRECIATION FOR CARMEN SANTIAGO**

**– ITEM 3A**

**MELANIE**

***Do any members of the Board have any questions or comments?***

***A proposed form of the Resolution with the attached RFA is in your book under Tab 3a***

***May I have a motion on the resolution***

***May I have a second***

***Jeanette, please take a roll call***

***The RFA is approved***

***Is there any other business, which the Board would like to discuss at this time?***

**MOTION TO ADJOURN**

***A proposed form of the Resolution for a Motion to Adjourn is in your book under Tab 4***

***May I have a motion on the resolution***

***May I have a second***

***Jeanette, please take a roll call***

***The Resolution is approved***



**State of New Jersey**  
DEPARTMENT OF COMMUNITY AFFAIRS  
101 SOUTH BROAD STREET  
PO Box 800  
TRENTON, NJ 08625-0800  
(609) 292-6420

**PHILIP D. MURPHY**  
*Governor*

**TAHESHA L. WAY**  
*Lieutenant Governor*

**JACQUELYN A. SUÁREZ**  
*Acting Commissioner*

January 5, 2024

Melanie R. Walter  
Executive Director  
New Jersey Housing and Mortgage Finance Agency  
637 S. Clinton Avenue  
Trenton, NJ 08611

Dear Executive Director Walter:

Please accept this letter as formal notification that the Department of Community Affairs Deputy Commissioner Kate McDonnell will serve as my designee, and Chief of Staff Kia A. King will serve as my alternate designee on the New Jersey Housing and Mortgage Finance Agency Board. They are authorized to represent me in my absence and will have voting rights on behalf of myself and the Department of Community Affairs.

If you have any questions, please do not hesitate to call my office at 609-913-4785.

Sincerely,

A handwritten signature in black ink that reads 'Jacquelyn A. Suárez'.

Jacquelyn A. Suárez  
Acting Commissioner

c: Kate McDonnell  
Kia A. King



*State of New Jersey*

OFFICE OF THE ATTORNEY GENERAL  
DEPARTMENT OF LAW AND PUBLIC SAFETY  
PO BOX 080  
TRENTON, NJ 08625-0080

MATTHEW J. PLATKIN  
*Attorney General*

PHILIP D. MURPHY  
*Governor*

SHEILA Y. OLIVER  
*Lt. Governor*

January 27, 2023

Lt. Governor Sheila Y. Oliver, Chair  
New Jersey Housing and Mortgage Finance Agency  
P.O. Box 18550  
Trenton, NJ 08625

Dear Lieutenant Governor Oliver:

I am writing to appoint my designee to serve on the board of the New Jersey Housing and Mortgage Finance Agency (the "Agency").

I hereby appoint Aimee Manocchio Nason, Deputy Attorney General as my designee to serve on the board of the Agency. DAG Manocchio Nason is authorized to represent me in my absence at the meetings of the Agency, to vote in my stead, and to otherwise act on my behalf. In the event of DAG Manocchio Nason's absence, Philip Espinosa, Deputy Attorney General is authorized to represent me in my absence at the meetings of the Agency, to vote in my stead, and to otherwise act on my behalf. In the event of the absence of both DAG Manocchio Nason and DAG Espinosa, Jonathan Peitz, Deputy Attorney General is authorized to represent me in my absence at the meetings of the Agency, to vote in my stead, and to otherwise act on my behalf.

Sincerely,

Matthew J. Platkin  
Attorney General

c: Michael T.G. Long, Director, Division of Law  
Sudha Raja, Deputy Chief of Staff, Division of Law  
Aimee Manocchio Nason, Deputy Attorney General  
Philip Espinosa, Assistant Attorney General  
Jonathan Peitz, Deputy Attorney General  
Jonathan Garelick, Chief of Staff  
Melanie R. Walter, Executive Director, NJHMFA





**State of New Jersey**  
**Office of the State Treasurer**  
**PO Box 002**  
**TRENTON NJ 08625-0002**

**PHILIP D. MURPHY**  
*Governor*  
**Sheila Y. Oliver**  
*Lt. Governor*

**Elizabeth Maher Muoio**  
*State Treasurer*

November 29, 2022

Melanie Walter, Executive Director  
NJ Housing and Mortgage Finance Agency  
637 South Clinton Avenue  
PO Box 18550  
Trenton, NJ 08650

Dear Executive Director Walter:

I hereby designate Robert Tighue, Department of Treasury to act as my permanent designee at all the meetings of the New Jersey Housing and Mortgage Finance Agency. Anthony Longo, Department of Treasury will be my back-up should Robert not be available to attend.

Sincerely,

A handwritten signature in blue ink, appearing to read "E. Muoio", written in a cursive style.

Elizabeth Maher Muoio  
State Treasurer





**State of New Jersey**  
DEPARTMENT OF BANKING AND INSURANCE  
DIVISION OF BANKING  
PO BOX 040  
TRENTON, NJ 08625-0040

PHIL MURPHY  
*Governor*

SHEILA OLIVER  
*Lt. Governor*

MARLENE CARIDE  
*Commissioner*

RICHARD MUMFORD  
*Acting Director of Banking*

TEL (609) 292-7272  
FAX (609) 292-5461

January 17, 2020

Charles A. Richman, Executive Director  
New Jersey Housing and Mortgage Finance Agency  
637 South Clinton Avenue  
PO Box 18550  
Trenton, NJ 08650

Re: NJ HMFA Board Meeting Designee

Dear Mr. Richman:

My designee for the New Jersey Housing Mortgage and Finance Agency Board meetings is Paulette Sibblies-Flagg of the Division of Banking.

Ms. Sibblies-Flagg can be reached at [paulette.sibblies-flagg@dobi.nj.gov](mailto:paulette.sibblies-flagg@dobi.nj.gov), telephone (609) 940-7347.

Very truly yours,

Marlene Caride  
Commissioner

cc: Richard Mumford, Acting Director of Banking  
Paulette Sibblies-Flagg, Division of Banking



PHILIP D. MURPHY  
Governor

State of New Jersey  
**Department of Human Services**

SARAH ADELMAN  
Acting Commissioner

P.O. BOX 700  
TRENTON, NJ 08625-0700

SHEILA Y. OLIVER  
Lt. Governor

April 9, 2021

Melanie R. Walter  
Executive Director  
New Jersey Housing and Mortgage Finance Agency  
637 South Clinton Avenue  
PO Box 18550  
Trenton, NJ 08650-2085

Dear Ms. Walter,

I am writing to update the Department of Human Services' backup staff for the New Jersey Housing and Mortgage Finance Agency Board. As Acting Commissioner, I will continue to represent the Department at these meetings. The Department's first and second backups are:

**Elisa Neira**  
Deputy Commissioner  
[Elisa.Neira@dhs.nj.gov](mailto:Elisa.Neira@dhs.nj.gov)  
609-984-5550

**Eric Kaufmann**  
Director of Special Projects  
[Eric.Kaufmann@dhs.nj.gov](mailto:Eric.Kaufmann@dhs.nj.gov)  
609-575-4187

*Mailing address:*  
NJ Department of Human Services  
PO Box 700  
Trenton, NJ 08635-0700

Please let me know if you have any questions or need further information. Thank you.

Sincerely,

Acting Commissioner