

*These minutes are not verbatim, but a condensed version of what transpired at the Lakewood Housing Authority (LHA) Board of Commissioners Regular Meeting held on **Tuesday, January 24, 2017, at 6:04 pm**, in the Community Room at the Rev. Albert Clayton Administration Building, 317 Sampson Avenue, Lakewood, NJ.*

MEETING CALLED TO ORDER

Ms. Medina called the meeting to order at 6:04 pm. Ana María García announced that consistent with the Open Public Meetings Law: P.L.1975 c231, which requires that all meetings of public bodies shall be open to the public at all times, a notice of this meeting was provided to the clerk of the Township of Lakewood, the Ocean County Library, the Asbury Park Press, and the Star-Ledger on December 27, 2016, and was posted on the Authority's official designated public bulletin board at the LHA Administration Building, as well as the LHA website.

ROLL CALL

On roll call, attending Commissioners were:

Miriam Medina – *Chairperson*
Gregory Stafford Smith – *2nd Vice Chairperson*
Nechama Heinemann – *Commissioner*
Angela Caldwell - *Commissioner*
Shabsi Ganzweig – *Commissioner*

Also attending:

Mary Jo Grauso – *Executive Director*
Scott Parsons – *Assistant Executive Director*
Terrence Corrison – *Attorney*

Absent were:

Eric Sherman – *Vice Chairperson*
Joseph Weingarten – *Commissioner*
Ray Coles – *Township Liaison*

REPORT BY THE LAKEWOOD AFFORDABLE HOUSING CORP.

Audrey Wise, the President of the Lakewood Affordable Housing Corp., appeared before the Board to answer any questions regarding the funds given to her organization by the LHA, and to inform the Commissioners as to how those funds were to be utilized. She reviewed the history of Lakewood Affordable Housing and its relationship to the LHA, reminding the Board that HUD would have recaptured the funds had they not been used, in this case, for affordable housing. She also pointed out that once the funds were assigned to the Affordable Housing Corp., the LHA had no claim on them whatsoever and no say as to their usage. Finally, Ms. Wise explained the difficulties Lakewood Affordable Housing had initially encountered when first exploring the building of affordable housing on land given by the Township. However, it is now partnering with another non-profit entity and will be constructing affordable housing for veterans on different property.

In response to Mr. Stafford Smith's questions, Ms. Wise said that the Township had given property for the building of affordable housing, and monies were initially spent, for example, conducting studies on an endangered toad for the Environmental Protection Agency, as well as engineering expenses. Mr. Ganzweig asked if the veterans served would be Lakewood residents. Ms. Wise said that some were, but others were Ocean County residents, who were homeless and disabled. She said that the units would all be rental units in answer to Mr. Corrison.

Ms. Wise finished by stating that if the funds were not being used, she would return them to the LHA, although it had no claim on them, because of the high regard she has for the agency after having chaired its Board for so many years.

READING OF MINUTES

Minutes of the Special Board Meeting of December 21, 2016 were reviewed. Motion to approve made by Mr. Stafford Smith, seconded by Mr. Ganzweig. On roll call approving, Mr. Stafford Smith, Ms. Heinemann, Ms. Caldwell, Mr. Ganzweig, and Ms. Medina. Minutes were approved.

BILLS AND APPROVAL OF SAME

Bills were reviewed. Motion to approve made by Mr. Stafford Smith, seconded by Ms. Caldwell. On roll call approving, Mr. Stafford Smith, Ms. Heinemann, Ms. Caldwell, Mr. Ganzweig, and Ms. Medina. Bills were approved. With regard to the bills, Mr. Parsons reported that water consumption at the John C. Currey Building was increasing every month since April. He asked Mr. Stafford Smith about an assessment by the water company. Mr. Stafford Smith said he'd be happy to reach out to American Water Company to perform an audit. He also stated that the worst offenders of water waste were running toilets. He recommended that someone take a meter reading late in the evening and again early in the morning to monitor consumption during off-peak hours, which could reveal toilet leaks.

CORRESPONDENCE

- Item 1:** Letter and resolution from the Ocean County Board of Chosen Freeholders regarding Ms. Grauso's reappointment to the County Housing Advisory Committee (CHAC) as a representative of the LHA.
- Item 2:** Letter from HUD approving the LHA Family Unification Program and Family Self Sufficiency Demonstration Action Plan. Ms. Grauso pointed out the LHA was the only Housing Authority in the state to have this program.
- Item 3:** Letter from Ms. Grauso to Audrey Wise, president of the Lakewood Affordable Housing Corp. regarding the LHA funds given for development of affordable housing in Lakewood.
- Item 4:** Letter to Monarch Housing Associates regarding the LHA Board's rejection of its request to earmark LHA Housing Choice Vouchers for the homeless in Ocean County.
- Item 5:** Invitation to Ms. Wise to address the Board.

REPORTS OF COMMITTEES

On behalf of the Personnel Committee, and as noted in Resolution 5186, Mr. Stafford Smith reported that he and Ms. Medina had met to conduct Ms. Grauso's performance evaluation and that he had also spoken with members of her staff. He stated that it was due to the outstanding standard she sets that the LHA is rated as a high performer annually. Ms. Medina added that since becoming Executive Director, the improvements made to LHA sites is tangible and make a real difference in the lives of the tenants. Ms. Grauso thanked them both and credited the staff and especially, Mr. Parsons for the excellence of the agency.

EXECUTIVE DIRECTOR'S REPORT

Ms. Grauso briefly reviewed her report, mentioning the inspection of all of the Project Based Voucher (PBV) units, as well as monthly meetings with the residents. She reported that Mr. Parsons, Tania Berrios, and Teresa Acosta had attended Rental Assistance Demonstration (RAD) training in Perth Amboy. Mr. Parsons said that they had learned some new information about the program, which he wished to discuss with Mr. Corriston before briefing the Board. Finally, Ms. Grauso reported that the search for a new administration building had been halted. It was clear that renting a building was cost prohibitive. The possibility remains to construct a new building on LHA land near the Peter Ward Tower, which also has room for additional parking.

REPORT OF ATTORNEY

Mr. Corrison said that he has received a number of notices regarding the non-compliance of LHA PBV tenants. Two tenants are facing eviction. He reminded the Board that tenants are sent three or four warnings before eviction procedures commence.

REPORT OF TOWNSHIP LIAISON – None.**OLD BUSINESS – None.****NEW BUSINESS**

The following new business came before the Board:

a. Reorganization of Board – Nominations of Officers for 2017

Chairperson: Miriam Medina was nominated by Mr. Stafford Smith, seconded by Ms. Caldwell. On roll call approving, Mr. Stafford Smith, Ms. Heinemann, Ms. Caldwell, Mr. Ganzweig, and Ms. Medina. Election of Chairperson approved.

Vice Chairperson: Gregory Stafford Smith was nominated by Ms. Medina, seconded by Ms. Heinemann. On roll call approving, Mr. Stafford Smith, Ms. Heinemann, Ms. Caldwell, Mr. Ganzweig, and Ms. Medina. Election of Vice Chairperson approved.

2nd Vice Chairperson: Shabsi Ganzweig was nominated by Ms. Heinemann, seconded by Mr. Stafford Smith. On roll call approving, Mr. Stafford Smith, Ms. Heinemann, Ms. Caldwell, Mr. Ganzweig, and Ms. Medina. Election of 2nd Vice Chairperson approved.

b. Resolutions

Resolution No. 5186 - Executive Director's Evaluated Merit Increase for 2016 and Approved Salary Increase Effective October 1, 2016. Motion to approve made by Mr. Stafford Smith, seconded by Ms. Caldwell. On roll call approving, Mr. Stafford Smith, Ms. Heinemann, Ms. Caldwell, Mr. Ganzweig, and Ms. Medina. Resolution 5186 approved.

Resolution No. 5187 - Writing Off Uncollectible Rents. Motion to approve made by Mr. Stafford Smith, seconded by Ms. Caldwell. On roll call approving, Mr. Stafford Smith, Ms. Heinemann, Ms. Caldwell, Mr. Ganzweig, and Ms. Medina. Resolution 5187 approved.

Resolution No. 5188 - 2017 Lakewood Housing Authority Adopted Budget Resolution. Motion to approve made by Ms. Caldwell, seconded by Mr. Stafford Smith. On roll call approving, Mr. Stafford Smith, Ms. Heinemann, Ms. Caldwell, Mr. Ganzweig, and Ms. Medina. Resolution 5188 approved.

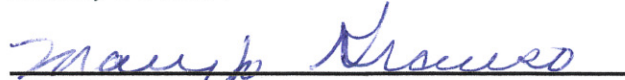
MEETING OPENED TO HOUSING AUTHORITY RESIDENTS – None.**MEETING OPENED TO THE PUBLIC – None.****COMMENTS FROM COMMISSIONERS**

Mr. Ganzweig requested a list of LHA Board committees, which Ms. Medina said she would send to him. Mr. Stafford Smith asked if all of the Crescent Chamber units had been filled. Ms. Grauso answered that the front apartments were filled, but that units in the back were not yet completed, including the community center.

ADJOURNMENT

On motion by Mr. Stafford Smith, seconded by Mr. Ganzweig, all present voted to adjourn at approximately 7:01 pm.

I hereby certify that the above is a true copy of the Minutes of the Regular Meeting of the Board of Commissioners of the Housing Authority of the Township of Lakewood, County of Ocean, State of New Jersey, as held on Tuesday, January 24, 2017.



Mary Jo Grauso, Secretary
Executive Director