

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 Wednesday, September 26, 2018, at 6:03 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 6:03 pm. Teresa Acosta 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 September 11, 2018 and was posted on the Authority's official designated public bulletin board at the LHA Administration Building.

ROLL CALL

On roll call, attending Commissioners were:

Miriam Medina – *Chairperson* (via phone)
Gregory Stafford Smith – *Vice Chairperson*
Shabsi Ganzweig – *2nd Vice Chairperson*
Angela Caldwell – *Commissioner*
Denise Douglas – *Resident Commissioner*

Also attending:

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

Absent were:

Nechama Heineemann – *Commissioner*
Joseph Weingarten – *Commissioner*
Ray Coles – *Township Liaison*

READING OF MINUTES

Minutes of the Regular Board Meeting of July 24, 2018 were reviewed and the Motion to approve made by Ms. Medina, seconded by Ms. Caldwell. On roll call approving, Ms. Medina, Mr. Stafford-Smith, Mr. Ganzweig, Ms. Caldwell and Ms. Douglas. Minutes were approved.

BILLS AND APPROVAL OF SAME

Bills were reviewed. After discussion a motion to approve made by Ms. Medina, seconded by Ms. Caldwell. On roll call approving, Ms. Medina, Mr. Stafford Smith, Mr. Ganzweig, Ms. Caldwell and Ms. Douglas. Bills were approved.

CORRESPONDENCE – Letter from HUD Regional Relations Officer

Mr. Parsons briefed the Board on the Federal Labor Standards monitoring review that had been completed.

REPORTS OF COMMITTEES –

On behalf of the Personnel Committee, and as noted in Resolution 5224, Mr. Stafford Smith reported that he, Ms. Medina and Ms. Caldwell had met to conduct Ms. Grauso's performance evaluation for the past year. Mr. Stafford-Smith stated Ms. Grauso has done an exemplary job and the committee unanimously recommended that Ms. Grauso receive a 3% raise. Mr. Ganzweig questioned if this item was on the agenda. Mr. Stafford-Smith stated that this item falls under Reports of Committees and is a normal function that happens each year in September. Motion to approve made by Ms. Caldwell, seconded by Ms. Douglas. On roll call approving, Ms. Medina, Mr. Stafford-Smith, Ms. Caldwell and Ms. Douglas. Mr. Ganzweig voted no. Ms. Grauso thanked all of the commissioners, including the commissioner that did not approve. Ms. Grauso also thanked the staff for all of the hard work, support and dedication.

EXECUTIVE DIRECTOR'S REPORT -

none

REPORT OF ATTORNEY

Mr. Corrison briefly update the Board that he has not heard any updates from the attorney for the church. Mr. Corrison stated that Mr. Parsons has begun to make changes to the Personnel Policy regarding the new regulations that the State adopted for Sick Leave. The LHA has finished negotiating the roof cellphone tower lease on the John J. Currey building.

REPORT OF TOWNSHIP LIAISON – None**OLD BUSINESS -**

Mr. Ganzweig inquired if there has been any update regarding the inspection notification process. Mr. Parsons mentioned that he had spoken to PHA Web at the latest conference and they are currently in the testing process. After brief discussion the goal is to refine the process and Mr. Parsons will provide the Board with continuous updates as they are available.

NEW BUSINESS - The following new business came before the Board:

- a. **Resolution 5223** – Window Replacement
Motion to approve made by Ms. Caldwell, seconded by Ms. Douglas. On roll call approving, Ms. Medina, Mr. Stafford-Smith, Ms. Caldwell and Ms. Douglas. Mr. Ganzweig abstained. Resolution 5223 approved.
- b. **Additions :**

MEETING OPENED TO HOUSING AUTHORITY CLIENTS - None**COMMENTS FROM COMMISSIONERS –**

CLOSED SESSION –

Motion to go into closed session to discuss potential litigation at 6:34pm made by Mr. Ganzweig, seconded by Ms. Caldwell. On roll call approving, Ms. Medina, Mr. Stafford Smith, Mr. Ganzweig, Ms. Caldwell and Ms. Douglas.

Motion to return to open session at 6:47 pm made by Mr. Ganzweig, seconded by Ms. Caldwell. On roll call approving, Ms. Medina, Mr. Stafford Smith, Mr. Ganzweig, Ms. Caldwell and Ms. Douglas.

MEETING OPENED TO THE PUBLIC –

ADJOURNMENT

On motion by Ms. Caldwell, seconded by Ms. Douglas. All present voted to adjourn at approximately 6:48 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, September 26th, 2018.



Mary Jo Grauso, Secretary
Executive Director