

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 Thursday, July 7th, 2022 at 7:05 pm.

MEETING CALLED TO ORDER

Mr. Stafford-Smith called the meeting to order at 7:05 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, both adequate and electronic 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 January 24th, 2022 and was posted on the Authority's official designated public bulletin board at the LHA Administration Building and website.

ROLL CALL

On roll call, attending Commissioners were:

Gregory Stafford-Smith – *Chairperson*
Shabsi Ganzweig – *Vice Chairperson*
Angela Caldwell – *2nd Vice Chairperson (via Zoom)*
Denise Douglas – *Commissioner (via Zoom)*
Eli Rennert – *Commissioner (via Zoom)*

Also attending:

Scott Parsons – *Executive Director*

Absent were:

Terrence Corriston – *Attorney*
Ray Coles – *Township Liaison*

APPROVAL OF MINUTES

Minutes of the Regular Board Meeting of May 5th, 2022 were reviewed.

A motion was made by Mr. Ganzweig, seconded by Mr. Rennert. All commissioners present were in favor. Minutes were approved.

COMMENTS FROM HOUSING AUTHORITY RESIDENTS - None

COMMENTS FROM THE PUBLIC

Joshua Samson, a Section 8 client, appeared at the meeting to discuss his potential termination from the program due to being in an overcrowded unit. Mr. Samson stated that he was afraid he will lose his assistance if he is unable to find a unit and asked if HUD could waive the regulation. Mr. Parsons explained that Mr. Samson received a voucher to move in August 2021 due to having a family of 10 in a small 3-bedroom unit that can house a maximum of 7 occupants to be in compliance with HQS and State/Local regulations. After providing two extensions on the voucher, the LHA notified Mr. Samson that payments on the unit would cease on April 1, 2022 due to the unit not being an approvable unit. After receiving a waiver from HUD, Mr. Samson's voucher has been extended until 12/31/22. Mr. Parsons has spoken to STEPS and the LRRC regarding utilizing the Lakewood Township Affordable Housing Trust Fund monies to assist in paying the rent until Mr. Samson locates an appropriately sized unit. Mr. Samson asked if he could have 3 of his children stay with their grandparents temporarily in order for the HAP to be reinstated until a new unit is found. Mr. Parsons will reach out to the LHA attorney regarding temporarily relocating 3 children as a potential solution and will also reach out again to STEPS regarding assisting with the rent in the interim. Mr. Parsons will reach out to Mr. Samson in approximately a week, once he receives an opinion from legal counsel.

BILLS AND APPROVAL OF SAME

Bills were reviewed. After discussion, a motion to approve was made by Mr. Rennert, seconded by Ms. Douglas. All present were in favor. Bills were approved.

CORRESPONDENCE - None

REPORTS OF THE EXECUTIVE DIRECTOR

Mr. Parsons presented the Board with his Executive Directors report including the following items:

Current leasing percentage: the HCV program was 96.9% leased up with 98.3% of the HAP budget expended through May 2022.

Termination of HQS Inspector: The new inspector that was still on probation, was terminated on June 23rd for violations of the LHA personnel policy/rules. Another candidate that was interviewed when the position was open has accepted the position and is scheduled to start on July 18th.

FSS Action Plan: The Final Rule implementing the re-authorization of the FSS program that was passed as part of the Economic Growth Act in 2018 has been signed by HUD Secretary and published in the Federal Register on May 17, 2022. Mr. Parsons stated after he prepares a draft of the revisions and the board approves the plan, the plan needs to be sent in to HUD for review/approval.

Peter Ward Laundry Room:

Confirmation was received from the Township that they will be funding the renovations through the CDBG grant.

Middletown HA Intergovernmental Agreement:

The agreement was reviewed by the LHA legal counsel and recommended a change to the agreement that was made by the MHA.

HUD Waivers:

Both waiver requests were approved by HUD. The request to increase our payment standards to 120% of the current HUD published Fair Market Rents and to allow extensions of the voucher term beyond 120 days.

HCV Waiting List:

Applicants have been called off the waiting list that have a local preference. The LHA is at the point where the waiting list needs to be opened in order to successfully manage the Section 8 program. Mr. Parsons believes, if permitted, adding a preference for those that can/will lease in place will facilitate/expedite families getting onto the program. It will also reduce/eliminate the number of applicants that receive a voucher and are unable to find housing. After a brief discussion on what the best options are Mr. Parsons will confirm with legal counsel regarding the change to the preferences.

REPORT OF COMMITTEES –

Personnel Committee was solicited to complete the Executive Directors annual evaluation. Mr. Stafford-Smith is waiting on the attorney regarding the proper process to follow.

Building & Grounds Committee was updated by Mr. Parsons that the John J. Currey elevator project has been completed and passed all inspections. Mr. Parsons also mentioned that the LuLu Duffy boilers are in need of replacement and it is expected that the cost will be covered through the Weatherization Grant program.

LHA BUDGET REPORT

The budget report through May 31st, 2022 was provided and briefly discussed.

REPORT OF ATTORNEY – None

REPORT OF TOWNSHIP LIAISON – None

UNFINISHED BUSINESS - None

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

A motion was made by Mr. Ganzweig and seconded by Mr. Stafford-Smith to approve the following Consent Agenda. On roll call approving, Mr. Stafford-Smith, Mr. Ganzweig, Ms. Caldwell, Ms. Douglas. Mr. Rennert was absent for the vote. The following Consent Agenda was approved.

a. Resolutions:

Resolution 5317: Ratification of Full-Time Case Worker

Resolution 5318: Awarding Contract for A/E Services – LuLu Duffy Boiler Replacement

Resolution 5319: Approving Shared Services Agreement – Bookkeeping Services

Resolution 5320: Awarding Contract for Laundry Room Upgrades at Peter Ward

b. Additions: None

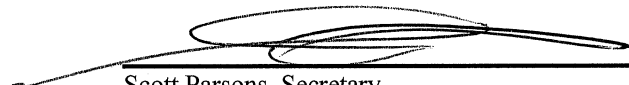
ANY OTHER BUSINESS THAT MAY PROPERLY COME BEFORE THE BOARD – None

COMMENTS FROM COMMISSIONERS - None

ADJOURNMENT

Motion to adjourn was made by Mr. Ganzweig, seconded by Ms. Douglas. All present voted to adjourn at approximately 7:48 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 Thursday, July 7th, 2022.



Scott Parsons, Secretary
Executive Director