

*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, October 6th, 2022 at 7:19 pm.***

MEETING CALLED TO ORDER

Mr. Stafford-Smith called the meeting to order at 7:19 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)*

Eli Rennert – *Commissioner*

Also attending:

Scott Parsons – *Executive Director*

Absent were:

Denise Douglas – *Commissioner*

Terrence Corriston – *Attorney*

Ray Coles – *Township Liaison*

APPROVAL OF MINUTES

Minutes of the Regular Board Meeting of September 15th, 2022 were reviewed.

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

COMMENTS FROM HOUSING AUTHORITY RESIDENTS - None

COMMENTS FROM THE PUBLIC - None

BILLS AND APPROVAL OF SAME

Bills were reviewed. After discussion, a motion to approve was made by Mr. Ganzweig, seconded by Mr. Rennert. 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 97.5% leased up with 99.5% of the HAP budget expended through August 2022. The RAD program has 3 vacancies as of October 1st with 4 units being leased since last month and 2 more becoming vacant. All 3 units are in the process of being turned over by maintenance.

Peter Ward Laundry Room: The contractor began working last week after delays caused by the permit process. There will be a short period of time without machine use during the plumbing work.

HCV Waiting List: The Housing Choice Voucher waiting list will be opening on October 19th and remain open until November 2nd. The Public Notice was advertised in the Star Ledger and also mailed along with a cover letter to 65 local organizations.

Lulu Duffy Boiler Bid: A proposed resolution has been provided for approval. The weatherization grant process is not moving along as anticipated. The proposed resolution provides some insurance in the event the weatherization grant is unable to meet the timeline that is necessary to complete the boiler replacement before the weather gets to a point that two boilers are required.

2023 HUD Published Fair Market Rents: Mr. Parsons stated that HUD issued a notice that will allow the 120% FMR waivers to be extended through 2023 in which he will be applying for. After communicating with PHADA, requesting the waiver, the authority has explored every potential option to keep payment standards at 120% of the FMR. According to PHADA, HUD is aware of the FMR calculation deficiencies as it is an issue for many agencies throughout the country. If after six months of having payment standards at 12-% of the FMR the authority's situation has not improved, the authority can then apply to increase the payment standards to an amount higher than 120%. Mr. Parsons also stated that if payment standards were to increase any higher, the authority would have to reduce the number of families that are served unless there is additional funding from HUD, which is unlikely to happen.

REPORT OF COMMITTEES –

Mr. Stafford-Smith spoke on behalf of the Personnel Committee regarding the Executive Director's annual evaluation. Congratulating and thanking Mr. Parsons for an extraordinary job, getting the authority through the COVID pandemic and maintaining a supportive staff. A motion was made by Mr. Ganzweig and seconded by Mr. Rennert to approve a 3% salary increase for the Executive Director retroactive to January 1, 2022. All present were in favor. Mr. Parsons thanked the Board for their decision and for their support.

LHA BUDGET REPORT

The budget report through August 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 Ms. Caldwell to approve the following Consent Agenda. On roll call approving, Mr. Stafford-Smith, Mr. Ganzweig, Ms. Caldwell and Mr. Rennert. The following Consent Agenda was approved.

a. Resolutions:

Resolution 5324: Amending the Section 8 Housing Choice Voucher Administrative Plan

Resolution 5325: Approving the Lakewood Housing Authority PHA Annual Plan

Resolution 5326: Awarding Contract for LuLu Duffy Boiler Replacement

b. Additions: None

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

COMMENTS FROM COMMISSIONERS

Mr. Ganzweig's closing statement was that we are all in a good place and that is a collective effort.

ADJOURNMENT

Motion to adjourn was made by Mr. Ganzweig, seconded by Mr. Rennert. All present voted to adjourn at approximately 7:43 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, October 6th, 2022.



Scott Parsons, Secretary
Executive Director