

*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, March 2nd, 2023 at 6:06 pm.***

MEETING CALLED TO ORDER

Mr. Stafford-Smith called the meeting to order at 6:06 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 December 21, 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)*
Bassi Aderet – *Commissioner*

Also attending:

Scott Parsons – *Executive Director*
Terrence Corriston – *Attorney (via Zoom)*

Absent were:

Eli Rennert – *Commissioner*
Ray Coles – *Township Liaison*

APPROVAL OF MINUTES

Minutes of the Regular Board Meeting of January 12th, 2023 were reviewed.
A motion was made by Mr. Ganzweig, seconded by Ms. Aderet. 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 Ms. Douglas. All present were in favor. Bills were approved.

CORRESPONDENCE

Email from HUD – Q & A Panel Request
NJ JIF 2022-2023 Elected Officials Risk Management Seminar

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 97.8% leased up with 100.3% of the HAP budget expended through December 2022. For 2023, the HCV program was 99.3% leased with 95.5% of the HAP budget expended through January 31. The RAD PBV program has 11 vacancies as of February 1st with 4 units being leased since last month and 4 more

coming vacant. Five units are in the process of being leased and the other six units are in the process of being turned over by maintenance.

LuLu Duffy Boiler Replacement: The job is complete with the exception of the natural gas detection system that still needs to be installed due to the age of the device.

John. J. Currey meter accident: The new concrete protective bollards around the natural gas meter system was installed.

Employee discrimination charge: A former employee filed a discrimination complaint/charge with the U.S. Equal Employment Opportunity Commission in October 2022. Multiple responses were provided to the EEOC from October and December 2022. The EEOC has dismissed the charge as of January 26th.

Summons and complaint from resident of Chambers Crescent: The LHA received a complaint on February 3, 2023 and it was immediately turned over to the insurance company and legal counsel.

Brick & Berkeley Housing Authority's: The LHA has conducted 10 HQS inspections for the Brick HA over the past 2 months and Teresa has started the Bookkeeping Intergovernmental Agreement with Berkeley HA in January.

REPORT OF COMMITTEES – None

LHA BUDGET REPORT

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

REPORT OF ATTORNEY

Mr. Corrison informed Mr. Parsons that the judge had issued a judgment and warrant will be issued within a few days on the vacant unit case. Regarding the litigation, there was a notice that a claim was filed and will ultimately become part of a county issue. The allegation is that there was a road barrier at one point and then removed. The insurance legal defense will handle the claim.

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. Aderet to approve the following Consent Agenda. On roll call approving, Mr. Stafford-Smith, Mr. Ganzweig, Ms. Caldwell, Ms. Douglas and Ms. Aderet. The following Consent Agenda was approved.

a. Resolutions:

Resolution 5335: Extending Pest Control Contract 5/1/23-4/30/24

Resolution 5336: Extending PW Elevator Maintenance Contract 6/1/23-5/31/24

Resolution 5337: Hiring IPA for 12/31/2022 Audit

Resolution 5338: Awarding Contract for Security Guard Service JJC & PW 4/1/23-3/31/24

Resolution 5339: Employee Health Insurance Contribution Rates for 2023

Resolution 5340: Ratification of Full Time HQS Inspector/Maintenance Mechanic

b. Additions: None

ANY OTHER BUSINESS THAT MAY PROPERLY COME BEFORE THE BOARD

Oath of Office - Mr. Stafford-Smith was sworn in by Mr. Corrison for a term to expire 12/31/2027.

COMMENTS FROM COMMISSIONERS

ADJOURNMENT

Motion to adjourn was made by Mr. Ganzweig, seconded by Ms. Douglas. All present voted to adjourn at approximately 6:34 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, March 2nd, 2023.



Scott Parsons, Secretary
Executive Director