

These minutes are not verbatim, but a condensed version of what transpired at the Lakewood Housing Authority (LHA) Board of Commissioners Special Meeting held on Wednesday, March 25, 2015, at 6:05 pm, in the Community Room at the Rev. Albert Clayton Administration Building, 317 Sampson Avenue, Lakewood, NJ.

MEETING CALLED TO ORDER

Mr. Stafford Smith called the meeting to order at 6:05 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 March 19, 2015, 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 conference call)*

Gregory Stafford Smith - *Commissioner*

Joseph Weingarten – *Commissioner*

Nechama Heinemann – *Commissioner*

Also attending:

Mary Jo Grauso – *Executive Director*

Scott Parsons – *Assistant Executive Director*

Absent were:

Eric Sherman – *Vice Chairperson*

Bernard M. Williams – *Commissioner*

Terrence Corriston – *Attorney*

Ray Coles – *Township Liaison*

READING OF MINUTES

Minutes of the Special Board Meeting of February 3, 2015 were reviewed. Motion to approve made by Ms. Medina, seconded by Mr. Weingarten. On roll call approving, Mr. Weingarten, Mr. Stafford Smith, Ms. Heinemann, and Ms. Medina. Minutes were approved.

BILLS AND APPROVAL OF SAME

Bills were reviewed. Motion to approve made by Ms. Medina, seconded by Mr. Weingarten. On roll call approving, Mr. Weingarten, Mr. Stafford Smith, Ms. Heinemann, and Ms. Medina. Bills were approved.

CORRESPONDENCE

Item 1: Email from the Department of Community Affairs (DCA) regarding the 2015 Budget as well as replies from Mr. Parsons and Ms. Grauso. Ms. Grauso explained that DCA had confused the LHA for another Lakewood Section 8 agency, which had received an unfavorable review from HUD. Once DCA recognized the error, the budget was approved.

Item 2. Letter from Lee Mestres of Habitech Architects regarding installation issues with the new Emergency Generators at Peter Ward Towers. A CO detector located above the generator room went off due to improper ventilation and the Fire Department evacuated the building. Mr. Mestres reported that the contractor had failed to comply with LHA and Township requirements. Mr. Weingarten asked who would be responsible for the cost of the incident. Ms. Grauso replied that the contractor bore responsibility and the LHA had no liability.

Item 3. Letter from Ms. Grauso to the Lakewood Board of Fire Commissioners regarding the future sale of the fire house located at the corner of South Clover Street and Sampson Avenue. Ms. Grauso informed the Board of LHA interest in the purchase of the building based on its location and the continued growth of the LHA, necessitating additional space.

Item 4. List of LHA Commissioner Committees for 2015.

REPORTS OF COMMITTEES – None.

EXECUTIVE DIRECTOR'S REPORT – None.

REPORT OF ATTORNEY – None.

REPORT OF TOWNSHIP LIAISON – None.

OLD BUSINESS – None.

NEW BUSINESS**Resolutions**

Resolution No. 5126 - 2015 Lakewood Housing Authority Adopted Budget Resolution. Motion to approve made by Ms. Medina, seconded by Mr. Weingarten. On roll call approving, Mr. Weingarten, Mr. Stafford Smith, Ms. Heinemann, and Ms. Medina. Resolution No. 5126 approved.

Resolution No. 5127 - Hiring Independent Public Accountant (IPA) for an Audit of the Books and Records of the Authority for the Twelve-Month Period Ending December 31, 2014. Motion to approve made by Mr. Weingarten, seconded by

Ms. Medina. On roll call approving, Mr. Weingarten, Mr. Stafford Smith, Ms. Heinemann, and Ms. Medina. Resolution No. 5127 approved.

Resolution No. 5128 - Resolution of the Board of Commissioners of the Lakewood Housing Authority Amending the Personnel Policies and Procedures Manual and Employee Handbook of the Lakewood Housing Authority. This amendment concerned the application of the Federal Family and Medical Leave Act (FMLA) as regards the employees of the LHA. Since the FMLA applies to public agencies with over fifty (50) employees, LHA employees are not eligible for such leave. Motion to approve made by Ms. Medina, seconded by Mr. Weingarten. On roll call approving, Mr. Weingarten, Mr. Stafford Smith, Ms. Heinemann, and Ms. Medina. Resolution No. 5128 approved.

Resolution No. 5129 - Memorandum of Understanding between Lakewood Housing Authority and Community Investment Strategies, Inc. for Facilitation of the Relocation of Residents of the JFK Apartments. Mr. Parsons stressed how important it is to the LHA that CIS is able to move forward quickly with its renovations. Motion to approve made by Ms. Medina, seconded by Mr. Stafford Smith. On roll call approving, Mr. Weingarten, Mr. Stafford Smith, Ms. Heinemann, and Ms. Medina. Resolution No. 5129 approved.

MEETING OPENED TO HOUSING AUTHORITY RESIDENTS – None.

MEETING OPENED TO THE PUBLIC – None.


COMMENTS FROM COMMISSIONERS

Ms. Medina wished the Board safe and happy holidays.

ADJOURNMENT

On motion by Mr. Weingarten, seconded by Ms. Medina, all present voted to adjourn at approximately 6:33 pm.

I hereby certify that the above is a true copy of the Minutes of the Special 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, March 25, 2015.



Mary Jo Grauso, Secretary
Executive Director