

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, January 2, 2019, at 6:04 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 6:07 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 December 26, 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*
Gregory Stafford Smith - *Vice Chairperson*
Shabsi Ganzweig - *2nd Vice Chairperson*
Angela Caldwell - *Commissioner*
Denise Douglas - *Commissioner*
Eli Rennert - *Commissioner*

Also attending:

Mary Jo Grauso - *Executive Director*
Scott Parsons - *Assistant Executive Director*
Terrence Corrison - *Phoned in at 6:57pm*

Absent were:

Joseph Weingarten - *Commissioner*
Ray Coles - *Township Liaison*

READING OF MINUTES

Minutes of the Regular and Special Board Meeting of November 27, 2018 were reviewed. Motion to approve made by Mr. Stafford Smith, 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 Mr. Stafford Smith, seconded by Ms. Caldwell. On roll call approving, Ms. Medina, Mr. Stafford Smith, Mr. Ganzweig, Ms. Caldwell and Ms. Douglas. Bills were approved.

CORRESPONDENCE --

Item 1: Lakewood Township - Appointing Eli Rennert to vacant seat created by Nechama Heinemann's resignation. Ms. Grauso welcomed Mr. Rennert to the Board. Mr. Rennert was sworn in.

Item 2: Board of Chosen Freeholders - Reappointment

Item 3: Letter addressed to the Board from the Kreiser Family -- Will be discussed later during the meeting.

REPORTS OF COMMITTEES –

Buildings and Grounds – Mr. Ganzweig briefed the Board regarding discussions he has had with Mr. Corrison and an outside attorney regarding the recording of client interviews and hearings. It was suggested that if a client wishes to record it would be at their discretion to do so which will avoid the responsibility, liability and costs of the Housing Authority to retain such recordings. The sub-committee members agreed with the suggestions to give the client the opportunity to record. Ms. Grauso stated that the State law is that as long as one party is aware that they are being recorded it is legal. Mr. Ganzweig made a motion to include a statement on all letters to clients that they are entitled to recording at their own will and expense. Ms. Grauso and Mr. Parsons asked for clarification to determine what type of letters are being referred to add the statement. After discussion a motion to create a resolution to add a legal statement regarding recordings on all letters to clients made by Mr. Ganzweig, seconded by Mr. Stafford-Smith. On roll call approving, Mr. Stafford Smith, Mr. Ganzweig, Mr. Rennert and Ms. Douglas, Ms. Medina and Ms. Caldwell both abstained. Mr. Corrison will be directed to provide the proper language to be added to client letters.

EXECUTIVE DIRECTOR'S REPORT - None**REPORT OF ATTORNEY**

Mr. Corrison was not present.

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

Mr. Parsons updated the Board regarding Panoramic Window. The attorney for Panoramic Window has agreed to reduce the scope of work and issue a change order to reduce the contract amount. The remaining work outside of the windows will have to go out for bid.

Resolution 5228 – Memorializing changes that were made (items 7-9) at last meeting. Ms. Grauso stated that the encroachment agreement for the Adler Street property has been signed. Ms. Grauso briefly updated Mr. Rennert on the history of the property.

NEW BUSINESS - The following new business came before the Board:**a. Reorganization of Board – Nominations of Officers for 2019**

Chairperson: Mr. Stafford-Smith was nominated by Mr. Ganzweig seconded by Mr. Rennert. Ms. Medina was nominated by Mr. Stafford-Smith, seconded by Ms. Caldwell. Upon roll call Mr. Ganzweig voted for Mr. Stafford-Smith. Upon roll call Ms. Medina, Mr. Stafford-Smith, Mr. Rennert, Ms. Caldwell and Ms. Douglas voted for Ms. Medina. Ms. Medina will continue as Chair. Election of Chairperson approved.

Vice Chairperson: Mr. Stafford-Smith was nominated by Ms. Medina, seconded by Ms. Caldwell. On roll call approving, Ms. Medina, Mr. Stafford Smith, Mr. Ganzweig, Mr. Rennert, Ms. Caldwell, Ms. Douglas. Mr. Stafford-Smith will continue as Vice Chairperson. Election of Vice Chairperson approved.

2nd Vice Chairperson: Mr. Ganzweig was nominated by Mr. Stafford-Smith, seconded by Mr. Rennert. On roll call approving, Ms. Medina, Mr. Stafford-Smith, Mr. Rennert, Ms. Caldwell and Ms. Douglas. Mr. Ganzweig will continue as 2nd Vice Chairperson. Election of 2nd Vice Chairperson approved.

b. Resolution 5229 - Appointment of Commissioner to New Hersey Public Housing Authority Joint Fund. Motion to approve made by Mr. Stafford Smith, seconded by Mr. Ganzweig. On roll call approving, Ms. Medina, Mr. Stafford Smith, Mr. Ganzweig, Mr. Rennert, Ms. Caldwell and Ms. Douglas. Resolution 5229 approved.

Resolution 5230 - 2019 LHA Adopted Budget Resolution. Motion to approve made by Mr. Stafford-Smith, seconded by Ms. Douglas. On roll call approving, Ms. Medina, Mr. Stafford-Smith, Mr. Rennert, Ms. Caldwell and Ms. Douglas. Mr. Ganzweig abstained. Resolution 5230 approved.

Resolution 5231 – Approving the Schedule of Regular Board Meetings for Calendar Year 2019. Motion to approve made by Mr. Stafford-Smith, seconded by Mr. Rennert. On roll call approving, Ms. Medina, Mr. Stafford-Smith, Mr. Ganzweig, Mr. Rennert, Ms. Caldwell and Ms. Douglas. Resolution 5230 approved.

c. Additions:

Restriction on Number of Moves – Admin Plan (page 40)

After discussion it was determined that the current Admin Plan language regarding restriction on number of moves is slightly vague. Mr. Corrison will be directed to provide proper language to clarify that a participant is only permitted to move once within a twelve-month period but may be issued more than one voucher during that same period.

Chain of command and line of succession in the absence of the Executive Director

After brief discussion it was determined to table this item until the next board meeting.

Personnel Committee to consist of LHA Officers

After discussion Mr. Corrison stated that it is the Chair's prerogative to appoint members to committees. Mr. Corrison further stated that the board could vote to amend the by-laws to change the manner in which committees are formed. During the discussion regarding the personnel committee and evaluations, Ms. Grauso stated that if any commissioner has a question or if any constituent comes to a commissioner because they don't understand something, that she prefer to have the commissioner(s) speak directly with her rather than going to outside agencies. Ms. Grauso stated that she would like to have a direct line with her commissioners. Ms. Grauso also stated that the board should work cohesively with her rather than trying to bring something up at a board meeting looking for a "gotcha" moment. If items are brought directly to the ED than she can be prepared to provide a proper answer to the board at meetings.

Clarification of why certain Student Financial Assistance is allegedly being counted as income

Mr. Ganzweig was told that night kollel checks and other financial assistance is being counted as income in cases where the student financial assistance rule applies and the income should not count. Mr. Ganzweig stated that this was discussed a couple of months ago and it is now on the radar again. Ms. Grauso stated that to her knowledge outside support is not being counted. Ms. Grauso asked that any specific cases be brought to her attention and she will look into them.

MEETING OPENED TO HOUSING AUTHORITY CLIENTS - None

MEETING OPENED TO THE PUBLIC –

Mr. Kreiser, an applicant who applied in 2010 and was subsequently removed from the waiting list, provided his timeline of events and requested to be placed back on the waiting list. Ms. Grauso provided a chronological history of Mr. Kreiser's file. After lengthy discussion Mr. Corrison stated that due to the amount of time that has transpired without any action on the part of Mr. Kreiser, it is not reasonable to consider the clients request and would not recommend doing so. Ms. Grauso stated she will get back to Mr. Kreiser in writing.

COMMENTS FROM COMMISSIONERS –


Mr. Stafford-Smith requested a chronological timeline regarding the applicant Mr. Whiter. Mr. Stafford-Smith had also asked Ms. Grauso for a copy of a blank Section 8 Application that was used during the 2010 time frame.

Mr. Ganzweig wished the Board a Happy New Year and requested a letter to go out to Ms. Heinemann thanking her for her service and also welcomed Mr. Rennert to the Board.

ADJOURNMENT

On motion by Mr. Stafford-Smith, seconded by Mr. Ganzweig. All present voted to adjourn at approximately 8:03 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, January 22nd, 2019.



Mary Jo Grauso, Secretary
Executive Director