

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, December 9th, 2021 at 7:06 pm.

MEETING CALLED TO ORDER

Mr. Stafford-Smith called the meeting to order at 7:06 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 31st, 2020 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 (via Zoom)*
Shabsi Ganzweig – *Vice Chairperson*
Angela Caldwell – *2nd Vice Chairperson (via Zoom)*
Denise Douglas – *Commissioner (via Zoom)*
Eli Rennert – *Commissioner*
Gizel Torres – *Commissioner (via Zoom)*

Also attending:

Scott Parsons – *Executive Director*
Terrence Corriston – *Attorney (via Zoom @ 7:21pm)*

Absent were:

Ray Coles – *Township Liaison*

APPROVAL OF MINUTES

Minutes of the Regular Board Meeting of November 4th, 2021 were reviewed. A motion was made by Ms. Douglas, seconded by Mr. Ganzweig; 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. Rennert, seconded by Mr. Ganzweig. All present were in favor. Bills were approved.

CORRESPONDENCE

Letter from Breslin & Breslin, P.A. to J.H. Williams Enterprises, Inc. Mr. Parsons briefly updated the Board that the general contractor for the elevator company was put on notice that expectation for completion of the job must be done within a certain timeframe.

REPORTS OF THE EXECUTIVE DIRECTOR

Mr. Parsons presented the Board with his Executive Directors report. Mr. Parsons briefly discussed the current leasing percentage status. NJDCA unexpectedly absorbed 17 ported vouchers which will require the LHA to schedule a relatively large call in from the waiting list. The new Landlord Portal has been launched which allows landlords to access various information and documentation as well as the ability to utilize a secure document exchange. Ocean County Health Initiatives is scheduled to come onsite to provide flu shots, COVID-19 shots and boosters for all pre-

registered residents.

Mr. Parsons provided the Board with the bid review for the Peter Ward laundry room renovation and made recommendation to re-bid the job due to its excessive cost. Mr. Parsons asked that the Board agree on an acceptable budget so the scope of work can be modified as needed to fit into the target budget.

REPORT OF COMMITTEES – None

LHA BUDGET REPORT

The budget report was provided through October 31st, 2021 and briefly discussed with the Board.

REPORT OF ATTORNEY

Mr. Corrison had a brief discussion regarding the correspondence. Mr. Corrison also mentioned that he has been busy filing eviction with the courts.

REPORT OF TOWNSHIP LIAISON – None

UNFINISHED BUSINESS - None

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

a. Reorganization of Board – Nominations of Officers for 2022

Chairperson: Mr. Stafford-Smith was nominated by Mr. Ganzweig, seconded by Ms. Douglas. All present were in favor. Mr. Stafford-Smith will continue as Chairperson. Election of Chairperson approved.

Vice Chairperson: Mr. Ganzweig was nominated by Mr. Stafford-Smith, seconded by Ms. Douglas. All present were in favor. Mr. Ganzweig will continue as Vice Chairperson. Election of Vice Chairperson approved.

2nd Vice Chairperson: Ms. Caldwell was nominated by Mr. Stafford-Smith, seconded by Ms. Douglas. All present were in favor. Ms. Caldwell will continue as 2nd Vice Chairperson. Election of 2nd Vice Chairperson approved.

b. Resolutions:

Resolution 5297: 2022 Schedule of Regular Board Meetings

Motion made by Mr. Rennert, seconded by Mr. Ganzweig. On roll call approving, Mr. Stafford-Smith, Mr. Ganzweig, Ms. Caldwell, Ms. Douglas, Mr. Rennert and Ms. Torres. Resolution 5297 was approved.

Resolution 5298: JIF Fund Commissioner

Motion made by Mr. Rennert, seconded by Ms. Caldwell. On roll call approving, Mr. Stafford-Smith, Mr. Ganzweig, Ms. Caldwell, Ms. Douglas, Mr. Rennert and Ms. Torres. Resolution 5298 was approved.

Resolution 5299: Approving 2022 Budgeted Salary Increase for LHA Staff Effective 1/1/2022

Motion made by Ms. Douglas, seconded by Ms. Caldwell. On roll call approving, Mr. Stafford-Smith, Mr. Ganzweig, Ms. Caldwell, Ms. Douglas, Mr. Rennert and Ms. Torres. Resolution 5299 was approved.

c. Additions:

Mr. Stafford-Smith thanked Mr. Parsons for his recent efforts to assist a client regarding a square footage problem causing the family to be under housed and requiring a voucher to move to be issued to the family.

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

COMMENTS FROM COMMISSIONERS

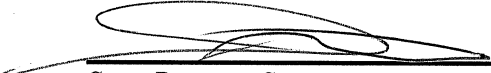
Mr. Ganzweig thanked his colleagues and commissioners for a great year and wished all a happy holiday season and new year. Mr. Stafford-Smith thanked everyone for operating under extremely different conditions and situations, also mentioning we have done the best we can with what we have wishing everyone a happy holiday.

Mr. Stafford-Smith requested the Personnel Committee pick a date and time to discuss the extension of the Executive Directors contract. Mr. Ganzweig made a motion to extend the Executive Directors contract as is for another year. Mr. Rennert expressed that we had a great year and he feels that Mr. Parsons is the right person running the authority. Mr. Rennert seconded the motion. All present were in favor. Mr. Parsons expressed his appreciation and thanked the commissioners mentioning the Personnel Committee is welcome to further discuss the extension.

ADJOURNMENT

Motion to adjourn was made by Ms. Douglas, seconded by Mr. Rennert. All present voted to adjourn at approximately 7:40 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, December 9th, 2021.



Scott Parsons, Secretary
Executive Director