

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, May 4th, 2023 at 6:02 pm.

MEETING CALLED TO ORDER

Mr. Stafford-Smith called the meeting to order at 6:02 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*

Eli Rennert – *Commissioner*

Bassi Aderet – *Commissioner*

Also attending:

Scott Parsons – *Executive Director*

Terrence Corriston – *Attorney (via Zoom)*

Absent were:

Angela Caldwell – *2nd Vice Chairperson*

Denise Douglas – *Commissioner*

Ray Coles – *Township Liaison*

APPROVAL OF MINUTES

Minutes of the Regular Board Meeting of March 2nd, 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 Mr. Rennert. All present were in favor. Bills were approved.

CORRESPONDENCE

Email from LHA Client

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 99.6% leased up with 98.4% of the HAP budget expended through March 31. The RAD PBV program has 4 vacancies as of May 1st with 7 units being leased since last board meeting and 0 more coming vacant. Zero units are in the process of being leased and four units are in the process of being turned over by maintenance.

LuLu Duffy Boiler Replacement: The job is complete and all inspections have been complete and passed.

Staffing: The Quality Control employee retired after 30 years of service. There will be some internal position changes to take over the position. Mr. Ganzweig suggested the authority should make a proclamation recognizing the employee at the next meeting. Additionally, a maintenance mechanic had resigned. The position is currently advertised and interviews are being scheduled.

HQS Inspections for the Ocean County Board of Social Services: Over the past few months the OCBSS has reached out more frequently to provide HQS inspections for them which will provide an additional revenue stream if it remains consistent.

PHA-Web Software Conference: Most of the administrative staff attending the 2023 PHA-Web annual conference in April. The conference was beneficial as we all learned features of the software to utilize its full potential.

HUD HOTMA Implementation: There was a brief discussion regarding the Final Rule implementing Sections 102, 103 and 104 of the Housing Opportunity Through Modernization Act of 2016 (HOTMA) being announced by HUD. There will be further discussions at future board meetings.

REPORT OF COMMITTEES

The Buildings & Grounds committee will be meeting on May 9th to review the plan revisions of the Administrative Office renovations.

LHA BUDGET REPORT

The budget report through March 2023 was provided and briefly discussed.

REPORT OF ATTORNEY

Mr. Corrison informed the board that courts are open. There are currently a couple of voucher participants that have been terminated after due process that have filed discrimination complaints regarding their termination. Mr. Corrison stated that he has reviewed the cases and is confident that the proper procedures were followed and the claims are meritless, however the claims will still have to go through the process.

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 5341: Elevator Maintenance Contract – JJC Building 06/01/23-05/31/24

Resolution 5342: Employee Training

b. Additions: None

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


COMMENTS FROM COMMISSIONERS

Mr. Stafford-Smith thanked all the commissioners for attending the meeting.

ADJOURNMENT

Motion to adjourn was made by Mr. Ganzweig, seconded by Ms. Aderet. All present voted to adjourn at approximately 6:23 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, May 4th, 2023.



Scott Parsons, Secretary
Executive Director