

*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 7, 2024, at 6:05 pm.*

### **MEETING CALLED TO ORDER**

Mr. Stafford-Smith called the meeting to order at 6:05 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 January 19<sup>th</sup>, 2024 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 – *2<sup>nd</sup> Vice Chairperson (via Zoom)*

Eli Rennert – *Commissioner (via Zoom call in)*

Bassi Aderet – *Commissioner*

Also attending:

Scott Parsons – *Executive Director*

Terrence Corrison – *Attorney*

Absent were:

Denise Douglas – *Commissioner*

Ray Coles – *Township Liaison*

### **APPROVAL OF MINUTES**

Minutes of the Regular Board Meeting of February 1<sup>st</sup>, 2024, 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. Aderet. All present were in favor. Bills were approved.

**CORRESPONDENCE** - None

### **REPORT OF THE EXECUTIVE DIRECTOR**

Mr. Parsons presented the Board with his Executive Directors report which included the following items:

Current leasing percentage: For 2024 the HCV program was 101.3% leased with 94.2% of the HAP budget expended through January 31. The RAD PBV program has 6 vacancies as of March 1. Two units are in the process of being leased and four units are in the process of being turned over by maintenance.

First Time Homeownership Program Policy: After reviewing the CFR, and discussing with the LHA Legal Counsel, it was

determined that the LHA has some flexibility in defining what is considered continuous full-time employment consisting of 30+ hours/week for teachers and childcare providers (10-month employees) to qualify for/meet the employment requirements for the program.

HOTMA: HUD published a revised HOTMA Notice which classifies asset limit guidelines. HA's will have the flexibility to implement the asset limit for existing tenants, including the ability to not enforce the asset limit for either some or all currently assisted families. The LHA will seek to move forward in updating the Admin Plan through a service provider to assist in modifying the LHA Admin Plan to become HOTMA compliant.

Administrative Office Renovations: The project bid was advertised March 1, 2024, and the bids are due April 11, 2024. After the bids are evaluated, the results will be presented to the Board for consideration after review by the Buildings & Grounds committee.

Upcoming RFP's: RFP's will be advertised in March for Elevator Maintenance, Fee Accountant, Legal Services, and Architect/Engineering Services for roofing and parking lot renovations.

OCEAN Inc.: Requested assistance with relocating 10 families during rehab of units on Jay Street will be discussed further.

There was a brief discussion regarding mainstream vouchers to determine if HUD can redistribute vouchers to the LHA from HA's that are not utilizing them since the LHA is the only agency in the state with 100% utilization of mainstream vouchers. Mr. Parsons will be reaching out to HUD to inquire.

**REPORT OF COMMITTEES** – None

**LHA BUDGET REPORT** - None

**REPORT OF ATTORNEY**

Mr. Corrison briefed the Board regarding the most recent LHA tenant/landlord issues. He mentioned that Mr. Parsons has been diligently pursuing noncompliant tenants.

**REPORT OF TOWNSHIP LIAISON** – None

**UNFINISHED BUSINESS** - None

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

A motion was made by Ms. Aderet and seconded by Mr. Ganzweig to approve the following Consent Agenda. On roll call approving, Mr. Stafford-Smith, Mr. Ganzweig, Ms. Caldwell, Mr. Rennert and Ms. Aderet. The following Consent Agenda was approved.

**a. Resolutions:**

**Resolution 5364:** Hiring Independent Accountant for Audit FYE 12/31/23

**Resolution 5365:** Amending the LHA First-Time Homeownership Program Policy

**Resolution 5366:** Awarding Extermination Contract 5/1/24-4/30/25

**Resolution 5367:** Awarding Contract for Unarmed Security Guards 4/1/24-3/31/25

**b. Additions:** None

**ANY OTHER BUSINESS THAT MAY PROPERLY COME BEFORE THE BOARD**


The LHA and LHA Board of Commissioners shared a brief moment of remembrance of the late Mayer Hertz.

**COMMENTS FROM COMMISSIONERS** – None

**ADJOURNMENT**

Motion to adjourn was made by Mr. Ganzweig, seconded by Ms. Aderet. All present voted to adjourn at approximately, 6:31 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 7, 2024.*



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Scott Parsons, Secretary  
Executive Director