

*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, July 11, 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 19th, 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*
Angela Caldwell – *2nd Vice Chairperson (via Zoom)*
Denise Douglas – *Commissioner (via Zoom)*
Bassi Aderet – *Commissioner*

Also attending:

Scott Parsons – *Executive Director (via Zoom)*
Terrence Corriston – *Attorney (via Zoom)*

Absent were:

Shabsi Ganzweig – *Vice Chairperson*
Eli Rennert – *Commissioner*
Ray Coles – *Township Liaison*

APPROVAL OF MINUTES

Minutes of the Regular Board Meeting of May 2, 2024, were reviewed.
A motion was made by Ms. Caldwell, seconded by Ms. Douglas. All 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 Ms. Aderet, seconded by Ms. Douglas. All present were in favor. Bills were approved.

CORRESPONDENCE

The correspondence items on the July 11, 2024 agenda were briefly reviewed.

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 101.1% leased with 93.6% of the HAP budget expended through May 31. The RAD PBV program has 8 vacancies as of July 1. Three units are in the process of being leased and five units are in the process of being turned over by maintenance, four of them having become vacant on 6/30/24.

Administrative Office Renovation: The office will be relocated to the John J. Currey building the week of July 22. The office renovation work is scheduled to begin on August 1st. Letters have gone out to all tenants and participants regarding the work/temporary office move.

OCEAN, Inc. Weatherization: The LHA has been moving forward with OCEAN Inc. to have the windows at the John J Currey building replaced due to the energy inefficiency and cold drafts they allow in the winter months. Pending the results of the energy audit, OCEAN Inc. has indicated they will be able to fund replacement of the heating boilers in both the John J. Currey building and the Peter Ward building through the grant.

HOTMA Training: The LHA staff will be trained by NHARO on the HOTMA regulations/changes on August 12-13th.

Administrative Plan HOTMA Update: Mr. Parsons worked remotely with Nan McKay in order to convert the LHA Administrative Plan to the Nan McKay model policy while preserving the current plan policy decisions and updating HOTMA changes/requirements. When the LHA adopts the new plan, it will be adopted as replacing the existing plan on the HOTMA implementation date.

Fire Damaged Building: The asbestos abatement, the roofing, rough plumbing and rough electrical has been completed. Interior work has been moving steadily since 6/12/24.

Upcoming RFP's: An RFP will be advertised for Architect/Engineering services for boiler replacements at both the John J. Currey and Peter Ward buildings.

REPORT OF COMMITTEES

On behalf of the Personnel Committee, Mr. Stafford-Smith updated the Board that the Personnel Committee and the Executive Director came to terms on the extension of the Executive Directors contract.

LHA BUDGET REPORT - The budget through April & May 2024 was reviewed.

REPORT OF ATTORNEY

Mr. Corrison briefed the Board regarding the most recent LHA tenant/landlord issues.

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 Ms. Caldwell to approve the following Consent Agenda. On roll call approving, Mr. Stafford-Smith, Ms. Caldwell, Ms. Douglas and Ms. Aderet. The following Consent Agenda was approved.

a. Resolutions:

Resolution 5377: Extending Executive Director Employment Agreement

Resolution 5378: Awarding Contract for Asphalt Parking Lot at JJC and Mill/Top at JJC

Resolution 5379: Awarding Contract for Plumbing Fitting Replacements & Tub to Shower Conversions

Resolution 5380: Awarding Contract for Access Control Panel Upgrades

b. Additions: None

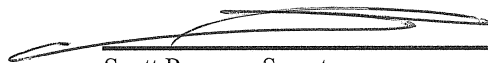
ANY OTHER BUSINESS THAT MAY PROPERLY COME BEFORE THE BOARD - None

COMMENTS FROM COMMISSIONERS – None

ADJOURNMENT

A motion to adjourn was made by Ms. Aderet, seconded by Ms. Douglas. All present voted to adjourn at approximately, 6:26 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, July 11, 2024.



Scott Parsons, Secretary
Executive Director