

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, September 5, 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 (via Zoom)*
Shabsi Ganzweig – *Vice Chairperson (via Zoom)*
Denise Douglas – *Commissioner (via Zoom)*
Bassi Aderet – *Commissioner (via Zoom)*

Also attending:

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

Absent were:

Angela Caldwell – *2nd Vice Chairperson*
Eli Rennert – *Commissioner*
Ray Coles – *Township Liaison*

APPROVAL OF MINUTES

Minutes of the Regular Board Meeting of July 11, 2024, were reviewed.
A motion was made by Ms. Douglas, seconded by Ms. Aderet. 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 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 101.0% leased with 94.4% of the HAP budget expended through July 31. The RAD PBV program has 9 vacancies as of September 1 with 4 units being turned over and leased since the last meeting. Four units are in the process of being leased and five units are in the process of being turned over by maintenance.

Administrative Office Renovation: The office relocation to the John J. Currey building was completed the week of July 22.

OCEAN, Inc. Weatherization: Energy audits for both the Currey and Peter Ward buildings were completed August 13th. The results of the audits will determine what work items can be approved through the weatherization grant fund.

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

Administrative Plan HOTMA Update: Mr. Parsons is currently reviewing the draft plan from Nan McKay. The HOTMA admin plan will be adopted at the October meeting for implementation effective January 1, 2025 however, it is expected that HUD is going to postpone the implementation date.

Fire Damaged Building: The building is expected to be completed by the end of October.

Current Improvements/Contracts in Process: Office renovation, new administrative parking lot and mill/pave Peter Ward and John J Currey parking lots, John J Currey shower stall conversion/plumbing improvements, roof replacement at all sites, hot water heater replacement at John J Currey, heating boiler replacement at John J Currey and Peter Ward and facial recognition access system at Peter Ward and John J Currey.

Employment: Two employees will be retiring at year end. Ads were placed and interviews are currently being scheduled.

NMA Award Application: After brief discussions with the Chairperson and Vice Chairperson, an application of recognition of the achievements the housing authority has made over the last 12 months with the First Time Homeownership Program was submitted.

Board Meetings During Temporary Relocation: Due to the tight quarters of the temporary office, board meetings will be held via Zoom until we move back to the renovated office building.

REPORT OF COMMITTEES - None

LHA BUDGET REPORT - The budget through July 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 Mr. Ganzweig and seconded by Ms. Douglas to approve the following Consent Agenda. On roll call approving, Mr. Stafford-Smith, Mr. Ganzweig, Ms. Douglas and Ms. Aderet. The following Consent Agenda was approved.

a. Resolutions:

Resolution 5381: Awarding Contract for A/E Services for Hot Water Heater Replacement at JJC

Resolution 5382: Awarding Contract for A/E Services for Boiler Replacement at JJC & Peter Ward

Resolution 5383: Awarding Contract for Elevator Cab Upgrades at Peter Ward

b. Additions:

The board took a moment to recognize Commissioner Caldwell's personal loss and expressed their condolences.

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


COMMENTS FROM COMMISSIONERS

Mr. Stafford-Smith expressed to the board and Mr. Parsons what a great job was done in transforming the community room at the John J Currey building into the temporary administrative office.

ADJOURNMENT

A motion to adjourn was made by Mr. Ganzweig, seconded by Ms. Aderet. All present voted to adjourn at approximately, 6:34 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, September 5th, 2024.



Scott Parsons, Secretary
Executive Director