

*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 1, 2025, at 6:12 pm.***

MEETING CALLED TO ORDER

Mr. Stafford-Smith called the meeting to order at 6:12 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 19, 2023 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)*

Eli Rennert – *Commissioner (via Zoom)*

Also attending:

Scott Parsons – *Executive Director (via Zoom)*

Terrence Corrison – *Attorney (via Zoom)*

Absent were:

Angela Caldwell – *2nd Vice Chairperson*

Bassi Aderet – *Commissioner (via Zoom)*

Ray Coles – *Township Liaison*

APPROVAL OF MINUTES

Minutes of the Regular Board Meeting of January 2, 2025 were reviewed.

A motion was made by Ms. Douglas, seconded by Mr. Ganzweig. 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 was made by Mr. Ganzweig, seconded by Mr. Rennert. All present were in favor. Bills were approved.

CORRESPONDENCE – The following correspondence were briefly discussed.

Email from HUD: 5- Year Plan has been reviewed and accepted

Letter from DEP regarding underground oil storage tank

Letter from HUD regarding housing discrimination complaint outcome

REPORT OF THE EXECUTIVE DIRECTOR

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

The audit process for fiscal year ending 2024 has begun.

Current leasing percentage: For 2025 the HCV program was 100.1% leased with 101.3% of the HAP budget expended through March 31. The RAD PBV program has 5 vacancies as of April 1 with 8 units being leased since the last meeting. 2 units are in the process of being turned over by maintenance, and 3 units are in the process of being leased.

Current Improvements/Contracts in Process: The Currey bathroom/plumbing improvement job was substantially completed on April 22 with a few punch list items to complete. The office renovation completion has been delayed due to extended lead time on the workstation countertop material and delays caused by the receptionist's glass and front door sub-contractor. The elevator cab upgrades for Peter Ward started on April 24 and are expected to be completed on May 6. The new parking lot has been completed except for punch list items.

Improvements in Planning Stages: Bids for roof replacement at John J. Currey and Peter Ward are due on May 13. Application was put in for CBDG funding to either pay for these projects or at least offset the cost of these projects. Documents/Plans for the window replacement at the Currey building are expected to be ready for bidding by the second week in May. Boiler replacement for Currey and Peter Ward are ready to go out to bid.

Weatherization Grant: Through OCEAN Inc., the bid for the Peter Ward Heating boiler replacement is being advertised on April 28, with bids due on May 16. The expectation was for the Currey boiler replacement to be advertised/bid at the same time, however, there has been a temporary hold on the Currey boiler and window replacement jobs due to a recent employment change of the Weatherization Director at OCEAN Inc.

HOTMA: Based on recent communications with Nan McKay and our software vendor, it appears HUD is nowhere close to having their software ready to be able to accept new 50058 forms, which will be required to implement sections 102 and 104 of HOTMA. There seems to be some discussion as to whether HUD will ever implement HOTMA sections 102 and 104.

REPORT OF COMMITTEES - None

LHA BUDGET REPORT - The budget through March 2025 was reviewed.

REPORT OF ATTORNEY

Mr. Corrison briefly discussed the conclusion of the housing discrimination complaint investigation, and it was determined that there was no reason to believe any discrimination was caused and the complaint was dismissed. There was brief discussion regarding the recent HUD reports stating that the subsidy at best will remain the same which means the rent increases would be insufficient to fund the program we have.

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

a. Resolutions:

Resolution 5404: Ratification of Full Time Maintenance Mechanic

Resolution 5405: Extending Elevator Contract - John J Currey Building & Peter Ward Tower

Resolution 5406: Extending Shared Services Agreement with MHA through June 30, 2026

Resolution 5407: Ratification of Full Time Section 8 Case Worker

b. Additions: None

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


COMMENTS FROM COMMISSIONERS

Mr. Stafford-Smith thanked all for continuously doing a great job.

ADJOURNMENT

A motion to adjourn was made by Ms. Douglas, seconded by Mr. Ganzweig. All present voted to adjourn at approximately, 6:27 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 1, 2025.



Scott Parsons, Secretary
Executive Director