

*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, December 11, 2025, at 5:03 pm.***

MEETING CALLED TO ORDER

Mr. Stafford-Smith called the meeting to order at 5:03 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 and the Star-Ledger on January 9, 2025 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)*

Bassi Aderet - *Commissioner (via Zoom)*

Also attending:

Scott Parsons – *Executive Director (via Zoom)*

Terrence Corrison – *Attorney (via Zoom)*

Absent were:

Ray Coles – *Township Liaison*

APPROVAL OF MINUTES

Minutes of the Regular Board Meeting of November 6, 2025 were reviewed.

A motion was made by Mr. Ganzweig, 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 was made by Ms. Douglas, seconded by Mr. Ganzweig. 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:

- **Leasing %** - For 2025, the HCV program was 100.5% leased with 103.6% of the HAP budget expended through October 31. The RAD PBV program had 7 vacancies as of December 1. 5 units are in the process of being leased and 2 units are in the process of being turned over by maintenance.
- **OCEAN, Inc/Weatherization Grant** - We had a zoom meeting with OCEAN, Inc. on November 20th to see if we can reset and get back on track/move forward with the projects for both the Peter Ward and Currey buildings. I am awaiting information from our engineer to see if we can modify the boiler replacement plans in some way to reduce the overall cost. OCEAN, Inc. is supposed to communicate with DCA and the energy audit contractor to bring the audit variables up to date (current electricity and gas rates, etc.) to determine what the grant(s) would be able to cover and what the LHA would be responsible for. The new OCEAN, Inc. Weatherization Director was supposed to call me at some point following the meeting, but I have not yet heard back. I will follow up next week if I do not hear back from him.
- **Request for Ray Coles to attend Board Meeting** - I requested for Mr. Coles to attend our December 4th board meeting to discuss both the CDBG grant application denial along with the possibility of utilizing Affordable Housing Trust Fund monies to assist in getting several projects completed. Mr. Coles indicated that he had a Township meeting the same night but would be available for a Zoom meeting on another date. I followed up to let him know that our board meeting was changed to December 11th if that would be convenient or we could meet via zoom at a mutually convenient date/time. I am awaiting a response to confirm a date.
- **3rd Party Electricity Contract** - Following a bid performed by a consultant, we have entered a contract with a 3rd party electricity supplier that will provide a projected savings of \$30,000 over the next year based on the current utility electricity rates and the LHA's typical usage.

REPORT OF COMMITTEES – None

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

REPORT OF ATTORNEY

Mr. Corrison briefly discussed recent legal issues regarding lease violations & nonpayment of rent & holdover cases.

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

a. Resolutions:

- Resolution 5414:** Extending Shared Services Agreement LHA & BHA – Bookkeeping Services
- Resolution 5415:** Approving 2026 Budgeted Salary Increase for LHA Staff Effective 1/1/2026
- Resolution 5416:** Appointment of Commissioner to NJPHA JIF
- Resolution 5417:** Approving Late Budget Submission of the LHA 2026 Budget
- Resolution 5418:** 2026 Schedule of Regular Board Meetings
- Resolution 5419:** Renewal of IT Consultant/Computer Technician Contract

b. Election of Officers:

Mr. Stafford-Smith made a motion to reenact the slate that is current and asked that Ms. Aderet fill in where Ms. Caldwell once served as 2nd Vice Chair. The motion was seconded by Mr. Ganzweig. All present in favor.

c. **Additions:** None

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

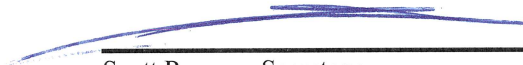
COMMENTS FROM COMMISSIONERS

Mr. Ganzweig wished everyone a happy holiday season and thanked the staff & board for their confidence and thanked everyone for doing a good job. Mr. Stafford-Smith wished all a happy and healthy holiday season and thanked all for their support.

ADJOURNMENT

A motion to adjourn was made by Ms. Douglas. All present voted to adjourn at approximately 5:12 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, December 11, 2025.



Scott Parsons, Secretary
Executive Director