

RESOLUTION NO. 5414

EXTENDING SHARED SERVICE AGREEMENT BETWEEN THE LAKEWOOD HOUSING AUTHORITY AND THE BERKELEY HOUSING AUTHORITY FOR BOOKKEEPING SERVICES

WHEREAS, the Lakewood Housing Authority (the "LHA") has a desire to maximize revenue opportunities due to lost revenues from reduced HUD subsidies; and

WHEREAS, the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1, et seq.), permits, authorizes, and encourages public bodies to enter into agreements with each other for cost saving purposes; and

WHEREAS, the Berkeley Housing Authority (BHA) has determined that it is in need of bookkeeping services and reached out to the LHA regarding providing such services; and

WHEREAS, the LHA has a highly qualified employee, Teresa Acosta, who possesses the expertise and experience to provide the BHA's bookkeeping service needs; and

WHEREAS, the parties have determined it to be in their mutual best interest to enter into a Shared Service Agreement for bookkeeping services; and

WHEREAS, both the LHA and BHA recognize the value and economic benefit in shared bookkeeping services and desire to enter into a Shared Services Agreement whereby the LHA will designate Teresa Acosta to work on BHA matters for approximately seven (7) hours per work week and no more than fourteen (14) hours per work week; and


WHEREAS, Teresa Acosta will receive compensation of fifty percent of the profit generated to be paid on a monthly basis following the providing of services and billing to the BHA; and

WHEREAS, counsel has reviewed and approved the Shared Services Agreement to be entered into with the BHA;

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Lakewood Housing Authority hereby approves extending the Shared Service Agreement (see attached), between the Lakewood Housing Authority and the Berkeley Housing Authority for bookkeeping services for two years, through December 31, 2027, and that the Executive Director is hereby authorized to execute said agreement and to take any and all necessary administrative actions to implement this Resolution.

BE IT FURTHER RESOLVED that the Board of Commissioners is aware that its General Legal Counsel represents both the LHA and the BHA and has participated in the negotiation of the Shared Service Agreement, the Board has had the opportunity to address any concerns with General Counsel and waives any potential conflicts of interest with respect to such representation.

I hereby certify that this is a true copy of a Resolution duly adopted by the Board of Commissioners, of the Housing Authority of the Township of Lakewood, in the County of Ocean, at its Regular Board Meeting held on the 11th day of December 2025.


Scott E. Parsons, Secretary
Executive Director

Motion: SG Second: BA

Member	Aye	Nay	Abstain	Absent
Gregory Stafford-Smith	X			
Shabsi Ganzweig	X			
Denise Douglas	X			
Eli Rennert	X			
Bassi Aderet	X			

RESOLUTION NO. 5415

APPROVING A 5% SALARY INCREASE FOR LAKEWOOD HOUSING AUTHORITY STAFF EFFECTIVE JANUARY 1, 2026


WHEREAS, the Board of Commissioners ("BOARD"), of the Housing Authority of the Township of Lakewood ("AUTHORITY"), in the County of Ocean, and State of New Jersey, wishes to approve a 5% salary increase for the staff and Executive Director of the Authority as reflected in the 2026 Lakewood Housing Authority Budget; and

WHEREAS, the staff of the Authority continues to perform exceptionally well as indicated by SEMAP Scores, PIC Reports, and Independent Audits; and

WHEREAS, the Executive Director certifies funds are available and contained in the proposed 2026 budget for this increase; and

NOW THEREFORE BE IT RESOLVED that the Board approves the 5% increase of annual salary, as indicated in the budget, effective January 1, 2026.

I, hereby, certify that the above is a true copy of a Resolution Duly adopted by the Board of Commissioners of the Housing Authority of the Township of Lakewood, in the County of Ocean, at its Regular Board Meeting held on the 11th day of December 2025.


Scott E. Parsons, Secretary
Executive Director

Motion: SG Second: BA

Member	Aye	Nay	Abstain	Absent
Gregory Stafford-Smith	X			
Shabsi Ganzweig	X			
Denise Douglas	X			
Eli Rennert	X			
Bassi Aderet	X			

RESOLUTION NO. 5416

APPOINTMENT OF COMMISSIONER TO NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND

WHEREAS, the Lakewood Housing Authority is a member of the New Jersey Public Housing Authority Joint Insurance Fund; and

WHEREAS, the bylaws of said Fund require that each member Housing Authority appoint a FUND COMMISSIONER to represent and serve the Authority as its representative to said Fund; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Lakewood Housing Authority does hereby appoint Scott Parsons as its Fund Commissioner and Shabsi Ganzweig as its Alternate Fund Commissioner for the New Jersey Public Housing Authority Joint Insurance Fund for the Fund Year 2026.

I hereby certify that the above is a true copy of the Resolution duly adopted by the Board of Commissioners of the Housing Authority of the Township of Lakewood in the County of Ocean at its Special Meeting held on the 4th day of December 2025.

*Scott Parsons, Secretary
Executive Director*

Motion: SG Second: BA

Member	Aye	Nay	Abstain	Absent
Gregory Stafford-Smith	X			
Shabsi Ganzweig	X			
Denise Douglas	X			
Eli Rennert	X			
Bassi Aderet	X			

RESOLUTION NO. 5417

**RESOLUTION APPROVING THE LATE SUBMISSION OF THE
2026 LAKEWOOD HOUSING AUTHORITY BUDGET**

WHEREAS, New Jersey State Law requires that a Public Housing Authority submit its budget to the New Jersey Department of Community Affairs sixty (60) days prior to the start of its fiscal year; and

WHEREAS, N.J.A.C. 5:31 requires the Authority to adopt a late budget resolution should it not adhere to the 60-day requirement; and

WHEREAS, the Housing Authority of the Township of Lakewood (Authority) submitted its budget to the Financial Automation Submission Tracking System "FAST" on November 7, 2025, after the 60-day requirement (11/1/2025) for the following reason:

- 1) The Housing Authority's audit for the fiscal year ending December 31st, 2024, was not completed until September 30th, 2025, which did not provide the Authority enough time to submit the budget by November 1st. The audit firm was waiting on the State of NJ OPEB and NJPERS reports before issuing the final report.

NOW THEREFORE BE IT RESOLVED that the Commissioners of the Housing Authority of the Township of Lakewood adopt this resolution to submit the late budget in accordance with N.J.A.C. 5:31.

*I hereby certify that this is a true copy of a Resolution duly adopted
by the Board of Commissioners of the Housing Authority of the
Township of Lakewood, in the County of Ocean, at its Regular
Board Meeting held on the 11th of December 2025.*

*Scott E. Parsons, Secretary
Executive Director*

Motion: SG

Second: BA

Member	Aye	Nay	Abstain	Absent
Gregory Stafford-Smith	X			
Shabsi Ganzweig	X			
Denise Douglas	X			
Eli Rennert	X			
Bassi Aderet	X			

RESOLUTION NO. 5418


Approving Schedule of Regular Board Meetings for Calendar Year 2026
LAKEWOOD HOUSING AUTHORITY

BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the Township of Lakewood, in the County of Ocean and State of New Jersey, that the following schedule of Board Meetings and locations be and hereby is adopted pursuant to the By-Laws of the Authority. The following dates are hereby scheduled as the Regular meeting nights of the Lakewood Housing Authority Board of Commissioners for the calendar year 2026. All meetings are to be held at the times and the addresses indicated hereinafter,

DATE	PLACE	ADDRESS	TIME
Thursday, January 8, 2026	Administrative Office	317 Sampson Ave., Lakewood, NJ	6:00 PM
Thursday, February 5, 2026	Administrative Office	317 Sampson Ave., Lakewood, NJ	6:00 PM
Thursday, March 5, 2026	Administrative Office	317 Sampson Ave., Lakewood, NJ	6:00 PM
Thursday, April 9, 2026	Administrative Office	317 Sampson Ave., Lakewood, NJ	6:00 PM
Thursday, May 7, 2026	Administrative Office	317 Sampson Ave., Lakewood, NJ	6:00 PM
Thursday, June 4, 2026	Administrative Office	317 Sampson Ave., Lakewood, NJ	6:00 PM
Thursday, July 9, 2026	Administrative Office	317 Sampson Ave., Lakewood, NJ	6:00 PM
August 2026	No Meeting	N/A	N/A
Thursday, September 3, 2026	Administrative Office	317 Sampson Ave., Lakewood, NJ	6:00 PM
Thursday, October 8, 2026	Administrative Office	317 Sampson Ave., Lakewood, NJ	6:00 PM
Thursday, November 5, 2026	Administrative Office	317 Sampson Ave., Lakewood, NJ	6:00 PM
Thursday, December 3, 2026	Administrative Office	317 Sampson Ave., Lakewood, NJ	6:00 PM
Thursday, January 7, 2027	Administrative Office	317 Sampson Ave., Lakewood, NJ	6:00 PM

AND, BE IT FURTHERMORE RESOLVED that notice of this Resolution be provided to the newspapers, a copy filed with the Township Clerk, and a copy be posted on the Bulletin Board of the Lakewood Housing Authority and Municipal Building.

I hereby certify that this is a true copy of a Resolution duly adopted by the Board of Commissioners, of the Housing Authority of the Township of Lakewood, in the County of Ocean, at its Regular Meeting held on the 11th day of December 2025.


Scott Parsons, Secretary
Executive Director

Motion: SG Second: BA

Governing Body Member	Recorded Vote			
	Aye	Nay	Abstain	Absent
Gregory Stafford-Smith	X			
Shabsi Ganzweig	X			
Denise Douglas	X			
Eli Rennert	X			
Bassi Aderet	X			

RESOLUTION NO. 5419

RENEWING CONTRACT WITH IT CONSULTANT/COMPUTER TECHNICIAN

WHEREAS, the Board of Commissioners ("Board"), of the Lakewood Housing Authority ("Authority"), of the Township of Lakewood, in the County of Ocean and State of New Jersey, requires IT Consultant/Computer Technician services for the proper conduct of its business; and

WHEREAS, this contract may be awarded through the competitive contracting process, pursuant to a Request for Proposals, in accordance to the Local Public Contracts Law of the State of New Jersey (40A:11-4.1), relevant HUD regulations, and the Authority's Procurement Policy; and

WHEREAS, the services (as detailed in the RFP and agreement), include but are not limited to the service and support for 14 workstations, 1 server, 1 security firewall, server off site backup (local and cloud), dark web monitoring, Microsoft 365 protection package, virus protection, 24/7/365 monitoring, onsite and remote support (including after hours and weekends); and

WHEREAS, after advertising and evaluation in December of 2023, the board awarded a two-year contract to Mazteck IT, LLC for the provision of these services, through December 31, 2025, with the option to renew for an additional two-year period; and

WHEREAS, the LHA has been satisfied with the services provided by Mazteck IT, LLC over the past two years; and

WHEREAS, the Board has determined that the contract with Mazteck IT, LLC is advantageous to the Authority for the provision of these services, and the Board desires to renew the Agreement with this firm for the provision of said IT Consultant/Computer Technician services; and

NOW THEREFORE BE IT RESOLVED that Mazteck IT, LLC be awarded a two-year renewal contract to provide the required IT Consultant/Computer Technician services for the Lakewood Housing Authority at a fee of \$1,908.86/month, effective January 1, 2025 – December 31, 2027.

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized to execute a contract for the IT Consultant/Computer Technician services in accordance with the specifications contained in the Authority's Request for Proposals.

I hereby certify that this is a true copy of a Resolution duly adopted by the Board of Commissioners, of the Housing Authority of the Township of Lakewood, in the County of Ocean, at its Regular Board Meeting held on the 11th day of December 2025.

*Scott E. Parsons, Secretary
Executive Director*

Motion: SG Second: BA

Member	Aye	Nay	Abstain	Absent
Gregory Stafford-Smith	X			
Shabsi Ganzweig	X			
Denise Douglas	X			
Eli Rennert	X			
Bassi Aderet	X			