

HOUSING AUTHORITY OF THE TOWN OF BOONTON MONTHLY MEETING

Administration Building

Regular Board Meeting

MINUTES

Wednesday, July 24, 2019

7:00 PM

OPEN PUBLIC MEETINGS ACT

ADEQUATE NOTICE of this meeting, pursuant to the requirement of the Open Meetings Act, I announce and direct the Secretary of the Boonton Housing Authority Board of Commissioners to enter the minutes of this meeting an accurate statement to the effect that:

“Notice of the meeting has been provided by filing a Notice of this meeting with the Town of Boonton Town Hall, by posting a Notice of this meeting on the bulletin board of the Boonton Housing Authority’s Riverview Apartments, the Administration Building, and by publication of this Notice in in the **Daily Record on January 18, 2019** and in the **Citizen of Morris County Newspaper on January 16, 2019** for the new calendar year of 2019.

CALL MEETING TO ORDER

Commissioner Amjad Rashid called the meeting will be called to order at 7:07pm at the administration building, 125 Chestnut Street, Boonton, NJ 07005

ROLL CALL

Ginny Dolce, Chairperson	Present by phone
Leonardo Moyoli, Jr., Vice-Chairperson	Absent
Amjad Rashid., Commissioner	Present
Paul Nevadomski, Commissioner	Present
Lynn D. Schinman, Commissioner	Present
Mildred Ariemma, Commissioner	Present
James Plaisted, Commissioner	Present

Others Present

Duane Zadarosni, 125 Chestnut St, Cottage #4; Louis Riccio, Execu-tech; Mark Bizzarro; Frank Borin, Legal Counsel , Terrence Corriston, Attorney for Boonton; Kenneth Kelshall, Daniel Piccioni, Sherry Sims

MINUTES

MOTION by the Board of Commissioners of the Housing Authority of the Town of Boonton to **TABLE the Board** Minutes for February 27, 2019 and June 26, 2019

Motion: Commissioner Plaisted

Second: Commissioner Dolce

Rollcall: A roll call was taken. All voted in the affirmative to table the minutes.

APPROVAL OF THE MONTHLY SCHEDULE OF VOUCHERS/BILLS

MOTION by the Board of Commissioners to approve the vouchers and bills for BHA Management and the Section 8 Housing Choice Voucher programs for the month(s) of: **June 2019**

Motion: Commissioner Plaisted

Second: Commissioner Nevadomski

Rollcall: A roll call was taken. All voted in the affirmative to pay the monthly vouchers and bills.

REPORT OF EXECUTIVE DIRECTOR/ADMINISTRATOR

CORRESPONDENCE

Resignation letter from Commissioner Nevadomski effective 8/1/2019

Commissioner Ariemma motion to accept the letter of resignation of Commissioner Nevadomski. Commissioner Schinman seconded the motion. A Commissioners voted in the affirmative to accept Commissioner Nevadomski resignation.

OLD BUSINESS

NONE

NEW BUSINESS

Budget Presentation by William Katchen, Fee Accountant

Voluntary Conversion Presentation by Lou Riccio, Consultant

RESOLUTIONS

Resolution #2026

VOID

**RESOLUTION #2032 LOCAL AUTHORITIES - ACCOUNTING AND
AUDITING FOR FISCAL YEAR END 9/30/2018**

Commissioner Nevadomski motioned to accept Resolution #2032 as presented. Commissioner Schinman seconded the motion as presented and ready for discussion. No one present was opposed.

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended **September 30, 2018** has been completed and filed with the Department of Community Affairs and the local Housing and Urban Development Office in Newark, NJ pursuant to N.J.S.A. 40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A-17, requires the governing body of each Authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has reviewed the annual audit report, and specifically, the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations," in accordance with N.J.S.A. 40A:5A-17,

NOW, THEREFORE BE IT RESOLVED, that the governing body of the Housing Authority of the Town of Boonton hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has reviewed the annual audit report for the fiscal year ended **September 30, 2018** and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this Resolution.

**IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE
RESOLUTION PASSED AT THE MEETING HELD ON July 24, 2019**

A roll call was taken. All Commissioners present voted in the affirmative. No one present was opposed. Resolution #2032 was passed.

**RESOLUTION #2033 RESOLUTION BY THE BOARD OF
COMMISSIONERS OF THE HOUSING AUTHORITY OF THE TOWN OF
BOONTON TO AUTHORIZE AND APPROVE THE 2019-2020 COLA
INCREASES FOR STAFF EFFECTIVE OCTOBER 1, 2019**

**Commissioner Plaisted motion to accept Resolution #2033as presented.
Commissioner Rashid seconded the motion as presented for discussion. All
Commissioners voted in the affirmative. No one present was opposed.**

WHEREAS, the Housing Authority of the Town of Boonton requires all staff performance increases to be based on performance evaluations conducted with the Executive Director and the Personnel committee; and

WHEREAS, staff are encouraged to set goals and objectives that are consistent with the Boonton Housing Authority's goals and objectives and as it relates to the job descriptions assigned to each staff person; and

WHEREAS, the staff will be required to establish and submit their own individual goals and objectives they wish to obtain in the new fiscal year , in writing to the Executive Director and Personnel Committee ; and

THEREFORE BE IT RESOLVED THAT: the Housing Authority of the Town of Boonton, Board of Commissioners approve the Fiscal Year October 1, **2019-2020** will approve a minimum of **2.0% for the cost of living COLA** effective October 1, 2020. All staff increases for performance will be based on the individual performance evaluation.

Boonton Housing Authority				
Commissioners	. Aye	Nay	Abstain	Absent
G. Dolce	x			
L. Moyoli, Jr				x
A. Rashid	x			
P. Nevadomski	x			
J. Plaisted	x			
L. Schinman	x			
M. Ariemma	x			

A roll call was taken. All Commissioners voted in the affirmative. No one present was opposed. Resolution #2033 was passed.

**RESOLUTION #2034 RESOLUTION APROVING THE ANNUAL BOONTON HOUSING
AUTHORITY AMP BUDGET FOR FISCAL YEAR BEGINNING OCTOBER 1, 2019 THROUGH
SEPTEMBER 30, 2020**

See the attached Boonton Housing Authority AMP Budget form to review and approval at the open public meeting on July 24, 2019

BOONTON HOUSING AUTHORITY

COMMISSIONERS	AYE	NAY	ABSTAIN	ABSENT
Ginny Dolce, Chairperson	x			
Leonardo Moyoli, Jr., Vice Chairperson				x
Mildred Ariemma, Commissioner	x			
Amjad Rashid, Commissioner	x			
James Plaisted, Commissioner	x			
Lynn Schinman, Commissioner	x			
Paul Nevadomski, Commissioner	x			

A roll call was taken. All Commissioners present voted in the affirmative. No one present was opposed. Resolution #2034 was passed.

**RESOLUTION #2035 RESOLUTION BY THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF THE TOWN OF BOONTON TO AUTHORIZE
AND APPROVE THE AMENDMENT TO THE EMPLOYMENT CONTRACT FOR
SHERRY L. SIMS IN ACCORDANCE WITH THE TERMS SET FORTH IN THE
ORIGINAL CONTRACT FOR THE TERMS OF AUGUST 1, 2019 – JULY 31, 2024**

Commissioner Nevadomski motioned to accept Resolution #2035 as presented. Commissioner Plaisted seconded the motion. All Commissioners voted in the affirmative to accept the Resolution as presented for discussion.

BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the Town of Boonton as follows:

WHEREAS, a contract may be established between the Housing Authority of the Town of Boonton and the Executive Director in accordance with New Jersey State law; which specified expectation, duties and benefits; and

WHEREAS, the Housing Authority desires to enter into a five-year contract with Ms. Sims and Ms. Sims has accepted the terms of the contract as presented on October 9, 2001, including amendments; and

WHEREAS, such contract is consistent and in compliance with the New Jersey State requirements; and

WHEREAS, the budget for the fiscal year beginning October 1, 2019-2020 for the Housing Authority of the Town of Boonton was reviewed and approved with appropriate financial adjustments to Ms. Sims contract effective August 1, 2019; and

WHEREAS, the Board of Commissioners approved the following changes to Ms. Sims contract effective August 1, 2019: Approved COLA increase @2% retro to August 1, 2019 and three (3) additional days per year of personal days. In addition the monthly vehicle allowance will continue.

NOW, THEREFORE BE IT RESOLVED THAT, by the Board of Commissioners of the Housing Authority of the Town of Boonton, authorize and approve rolling based contract amendment for the period starting August 2019 through July 31 2024.

Boonton Housing Authority

Commissioners	Aye	Nay	Abstain	Absent
G. Dolce	x			
L. Moyoli, Jr.				x
A. Rashid	x			
J. Plaisted	x			
M. Ariemma	x			
L. Schinman	x			
P. Nevadomski	x			

A roll call was taken. All Commissioners present voted in the affirmative. No one present was opposed. Resolution #2035 was passed.

RESOLUTION #2036 RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE BOONTON HOUSING AUTHORITY TO AUTHORIZE AND APPOINT SHERI L. SIMS AS THE FUND COMMISSIONER FOR THE NEW JERSEY PUBLIC HOUSING JOINT INSURANCE FUND

Commissioner Nevadomski motioned to accept Resolution #2036 as presented. Commissioner Plaisted seconded the motion. All Commissioners present voted in the affirmative to accept Resolution as presented for discussion.

WHEREAS, the Boonton 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 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 Boonton Housing Authority does hereby appoint Sherry L. Sims as its FUND COMMISSIONER for the New Jersey Public Housing Authority Joint Insurance Fund for the Fund Year 2020.

Commissioners	Aye	Nay	Abstain	Absent
G. Dolce	x			
A. Rashid	x			
J. Plaisted	x			
L. Schinman	x			
P. Nevadomski	x			
M. Ariemma	x			
L. Moyoli, Jr.				x

A roll call was taken. All Commissioners voted in the affirmative. No one was opposed. Resolution #2036 was passed.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF A RESOLUTION ADOPTED BY THE BOARD OF COMMISSIONERS OF THE BOONTON HOUSING AUTHORITY AT A MEETING HELD ON JULY 24, 2019.

Sherry L. Sims, Secretary

**RESOLUTION #2037 RESOLUTION TO INTRODUCE THE BOONTON HOUSING AUTHORITY
NEW JERSEY STATE BUDGET FOR FISCAL ENDING OCTOBER 1, 2019 THROUGH
SEPTEMBER 30, 2020**

Commissioner Plaisted motioned to accept Resolution #2037 as presented. Commissioner Nevadomski seconded the motion. All Commissioners present voted in the affirmative to accept the Resolution as presented for discussion.

See attached NEW JERSEY STATE Budget 2019-2020 to INTRODUCE AND REVIEEW at the open public meeting on July 24, 2019 .

BOONTON HOUSING AUTHORITY

COMMISSIONERS	AYE	NAY	ABSTAIN	ABSENT
Ginny Dolce, Chairperson	x			
Leonardo Moyoli, Jr, V-Chairperson				x
Amjad Rashid	x			
Paul Nevadomski	x			
Lynn Schinman	x			
Mildred Ariemma,	x			
James Plaisted	x			

A roll call was taken. All Commissioners present voted in the affirmative. No one present was opposed. Resolution #2037 was passed.

**RESOLUTION #2038 RESOLUTION TO ADOPT THE BOONTON HOUSING AUTHORITY
NEW JERSEY STATE BUDGET FOR FISCAL ENDING OCTOBER 1, 2018 THROUGH
SEPTEMBER 30, 2019**

Commissioner Nevadomski motioned to accept Resolution #2038 as presented.
Commissioner Plaisted seconded the motion. All Commissioners present voted in the
affirmative to accept Resolution #2038 as presented for discussion.

See attached NEW JERSEY STATE Budget 2018-2019 TO ADOPT at the open public meeting
on July 24, 2019.

BOONTON HOUSING AUTHORITY

COMMISSIONERS	AYE	NAY	ABSTAIN	ABSENT
Ginny Dolce, Chairperson	x			
Leonardo Moyoli, Jr, V- Chairperson				x
Amjad Rashid	x			
Paul Nevadomski	x			
Lynn Schinman	x			
Mildred Ariemma,	x			
James Plaisted	x			

A roll call was taken. All Commissioners present voted in the affirmative. No one present
was opposed. Resolution #2038 was passed.

RESOLUTION #2039 AUTHORIZE AND APPROVE THE CAPITAL FUND GRANT NJ39PO52501-19 IN THE AMOUNT OF \$125,386.00.

Commissioner Ariemma motioned to accept Resolution #2039 as presented. Commissioner Nevadomski seconded the motion. All Commissioners present voted in the affirmative to accept the Resolution as presented for discussion.

WHEREAS, the Housing Authority of the Town of Boonton has received notice from HUD of the 2019 Capital Fund funding, and;

WHEREAS, the Authority is required to submit on a timely basis to the HUD Newark Area Office a budget for the 2019 funding allocation and an ACC amendment.

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Housing Authority of the Town of Boonton approving the budget and ACC amendment for Capital Fund allocation NJ39PO52501-19 and authorizing the Executive Director to execute and submit these documents to the HUD Newark Area Office.

Boonton Housing Authority				
Commissioners	Aye	Nay	Abstain	Absent
G. Dolce	x			
L. Moyoli, Jr.				x
A. Rashid	x			
P Nevadomski	x			
L. Schinman	x			
M. Ariemma	x			
J. Plaisted	x			

A roll call was taken. All Commissioners present voted in the affirmative. No one present was opposed. Resolution #2039 was passed.

**RESOLUTION #2040 RESOLUTION TO APPROVE THE BOONTON HOUSING AUTHORITY
TO APPROVE THE FAMILY SELF-SUFFICIENCY GRANT FOR CALENDAR YEAR 2019 IN THE
AMOUNT OF 69,380.00**

Commissioner Plaisted motioned to accept Resolution #2040 as presented. Commissioner Nevadomski seconded the motion. All Commissioners present voted in the affirmative and accepted Resolution #2040 for discussion.

THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY APPROVE AND ADOPT THE FAMILY SELF SUFFICIENCY GRANT IN THE AMOUNT OF \$69,380.00 FOR CALENDAR YEAR 2019 AT THE meeting on July 24, 2019.

BOONTON HOUSING AUTHORITY

COMMISSIONERS	AYE	NAY	ABSTAIN	ABSENT
Ginny Dolce, Chairperson	x			
Leonardo Moyoli, Jr, V-Chairperson				x
Amjad Rashid	x			
Paul Nevadomski	x			
Lynn Schinman	x			
Mildred Ariemma,	x			
James Plaisted	x			

A roll call was taken. All Commissioners present voted in the affirmative. No one present was opposed. Resolution #2040 was passed.

Resolution #2041

Resolution to accept Notice of resignation from
Commissioner Paul Nevadomski effective 8/1/2019.
(Proclamation to be presented by Town of Boonton on
8/19/2019 by Mayor of Boonton)

RESOLUTION #2041 RESOLUTION TO ACCEPCT THE RETIREMENT OF PAUL NEVADOMSKI EFFECTIVE JULY 31, 2019 FROM THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE TOWN OF BOONTON

Commissioner Ariemma motioned to accept Resolution #2041 as presented. Commissioner Schinman seconded the motion. All Commissioners present voted in the affirmative to accept Resolution #2041 as presented for discussion.

WHEREAS, PAUL NEVADOMSKI has been a member of the Board of Commissioners of the Housing authority of the Town of Boonton under appointment of the Mayor and Board of Alderman of the Town of Boonton from January 1, 2016 until December 31, 2021 and

WHEREAS, PAUL NEVADOMSKI served as a Commissioner of the Housing Authority of the Town of Boonton from January 1, 2016 – July 31, 2019

WHEREAS, PAUL NEVADOMSKI has given unselfishly given of her time and energy throughout her terms of office to insure the finest public housing be made available to the community and to guarantee the best administration of public funds so designated, and

WHEREAS, The Board of Commissioners of the Housing Authority of the Town of Boonton has deep regard for PAUL NEVADOMSKI, who has been a great help and source of inspiration in the continuation of public service and sound financial management, and

WHEREAS, PAUL NEVADOMSKI has tendered her resignation and is no longer able to continue to serve the community as a Housing Authority Commissioner, and

WHEREAS, The Housing Authority of the town of Boonton desires to express gratitude and appreciation to PAUL NEVADOMSKI for her contribution to the success of public housing in the Town of Boonton, New Jersey,

NOW THEREFORE BE IT RESOLVED THAT, a copy of this Resolution be spread upon the minutes of the regular meeting of the Housing Authority of the Town of Boonton, and

BE IT FURTHER RESOLVED THAT, a copy of this Resolution be forwarded to PAUL NEVADOMSKI at the earliest opportunity

Date: July 31, 2019

Attested by:

Sherry L. Sims
Secretary

Amjad Rashid, Commissioner
Board of Commissioners
Housing Authority of the Town of Boonton, New Jersey

A roll call was taken. All Commissioners present voted in the affirmative. No one present was opposed. Resolution #2041 was passed.

**RESOLUTION #2042 AUTHORIZE AND APPROVE AND RATIFY THE
EXPENSE FOR CONFERENCE TRAVEL FOR THE EXECUTIVE DIRECTOR,
COMMISSIONERS AND STAFF TO ATTEND THE NJAHRA. ANNUAL
CONFERENCE ON SEPTEMBER 23,24,25, 2019 AT THE RESORTS, ATLANTIC
CITY, NJ**

Commissioner Plaisted motioned to accept Resolution #2042 as presented.
Commissioner Nevadomski seconded the motion. All Commissioners present voted in
the affirmative to accept the Resolution as presented for discussion.

WHEREAS, HUD regulations require Housing Authority Executive Directors,
Commissioners and staff to be informed and trained on a continuous basis with all the
changes taking place under the new HUD administration; and

WHEREAS NJAHRA has scheduled their “Annual Conference for September 23-25,
2019 at the Resorts Hotel in Atlantic City, New Jersey; and

WHEREAS, the Executive Director must attend due to her position on the Executive
Board; and

WHEREAS, the BHA authorize and approve the cost of hotel and registration for
authorized commissioners and staff who plan on attending the conference.

THEREFORE, BE IT RESOLVED THAT: the Board of Commissioners of the Town
of Boonton authorize and approve the attendance at the above conference for the
Executive Director, Commissioners and the appropriate Management Staff to attend with
the registration cost.

A roll call was taken. All Commissioners present voted in the affirmative. Resolution
#2042 was passed.

**RESOLUTION #2043 A RESOLUTION BY THE BOARD OF
COMMISSIONERS OF HOUSING AUTHORITY OF THE TOWN OF BOONTON
TO AUTHORIZE AND APPROVE THE FOLLOWING BOARD MEMBERS AND
STAFF MEMBERS THE POWER TO SIGN FINANCIAL DOCUMENTS ON
BEHALF OF THE AUTHORITY**

Commissioner Nevadomski motioned to accept Resolution 2043 as accepted.
Commissioner Plaisted seconded the motion. All Commissioners present voted in the
affirmative as presented for discussion.

**WHEREAS, the Housing Authority of the Town of Boonton requires 3 signatures
on all checks written on behalf of the Boonton Housing Authority to fulfill its
obligations, accountability and fiduciary responsibility; and**

**WHEREAS, there has been a change in Board members, which require the Board of
Commissioners to authorize and approve a new authorization resolution to updated
the authorized signators to be responsible for signing financial documents on behalf
of the Authority as follows:**

**Amjad Rashid, Chairperson
Virginia Dolce, Vice Chairperson
Sherry L. Sims, Executive Director
Leonardo Moyoli, Jr.
Mark Bizzarro, Asset Manager/ Administrative Assistant**

For the following banks:

**Lakeland Bank
Connect One
Wells Fargo Bank**

**WHEREAS, all bank resolutions require 3 original signatures-- 2 board members
and 1 staff person; and/or 2 staff persons and 1 Board member. Two signatures must
always be original signatures, and only one can be a "stamped signature" on any
given check at any given time.**

**WHEREAS, all of the above referenced banks will require the Board of
Commissioners and staff to sign their individual bank corporate authorization
resolutions.**

**NOW, THEREFORE BE IT RESOLVED THAT, the Board of Commissioners of
the Housing Authority of the Town of Boonton authorize and approve the above
designated Board of Commissioners and/or Boonton Housing Authority staff
persons to sign financial documents in accordance with the policies and regulations
already established by the Housing Authority of the Town of Boonton.**

**A roll call was taken. All Commissioners present voted in the affirmative.
Resolution #2043 was passed.**

CLOSED SESSION

Commissioner Plaisted motioned to go into a Closed Session at 8:15PM. Commissioner Nevadomski seconded the motion. All Commissioners present voted in the affirmative.

**CLOSED SESSION
BOONTON HOUSING AUTHORITY
MINUTES
JULY 24, 2019**

The Board went into Closed Session at 8:15PM to discuss the renewal of the Executive Director's contract.

Attorney Corrison indicated that Ms. Sims was asking for a salary increase of 2%, 2 additional personal days, iPad and additional help with maintaining the website and board agendas and minutes. He said that Ms. Sims was satisfied with the rest of the terms of the existing contract. Attorney Corrison gave overview of the contract to the Board of Commissioners.

Commissioner Rashid asked if any members of the Board have any questions or comments. The Board discussed Ms. Sims' performance and indicated that they thought the request increase was reasonable.

Commissioner Rashid complimented Ms. Sims on her performance as Executive Director and the remaining members of the Board concurred with the discussion. Her commitment, loyalty and dedication to making sure the Authority meets its obligations and mission is above reproach. She is working toward a transition of public housing to voluntary project-based vouchers under Section 18. This will be a new direction for the Authority and a new learning experience and direction for the Authority.

The Board adjourned the Closed Session at 8:29PM and returned to regular session. There were no members of the public present to invite back into the meeting.

Commissioner Nevadomski motioned to go back into open session at 8:29PM.
Commissioner Plaisted seconded the motion.
All Commissioners voted to accept the Resolution #2035 as discussed.

All Commissioners present voted in the affirmative. No one present was opposed. Resolution #2035 was passed.

COMMENTS FROM THE PUBLIC

Any other business that may properly come before the Board of Commissioners of the Housing Authority of the Town of Boonton.

The next regular scheduled meeting will be September 2, 2019 at 7:PM, at the Administration Building, 125 Chestnut Street, Boonton, NJ 07005

ADJOURNMENT

Motion by: Commissioner Nevadomski
Seconded: Commissioner Schinman
Time: 8:35PM

BHOUSING AUTHORITY OF THE TOWN OF BOONTON

MONTHLY MEETING

Administration Building

Regular Board Meeting

MINUTES

Wednesday, September 25, 2019

7:00 PM

OPEN PUBLIC MEETINGS ACT

ADEQUATE NOTICE of this meeting, pursuant to the requirement of the Open Meetings Act, I announce and direct the Secretary of the Boonton Housing Authority Board of Commissioners to enter the minutes of this meeting an accurate statement to the effect that:

“Notice of the meeting has been provided by filing a Notice of this meeting with the Town of Boonton Town Hall, by posting a Notice of this meeting on the bulletin board of the Boonton Housing Authority’s Riverview Apartments, the Administration Building, and by publication of this Notice in in the **Daily Record on January 18, 2019** and in the **Citizen of Morris County Newspaper on January 16, 2019** for the new calendar year of 2019.

CALL MEETING TO ORDER

The meeting will called to order by Vice-Chairperson Moyoli, be called t at 7:06 pm at the Boonton Housing Administration Building, 125 Chestnut Street, Boonton, NJ 07005

ROLL CALL

Ginny Dolce, Chairperson	ABSENT
Leonardo Moyoli, Jr., Vice-Chairperson	PRESENT
Amjad Rashid., Commissioner	PRESENT
Lynn D. Schinman, Commissioner	PRESENT
Mildred Ariemma, Commissioner	PRESENT
James Plaisted, Commissioner	PRESENT Arrived @ 7:08pm
OPEN, Commissioner	

Others Present

Sherry L. Sims, Secretary

MINUTES

MOTION by the Board of Commissioners of the Housing Authority of the Town of Boonton to **APPROVE** the minutes for the months of June 26, and July 24, 2019

Motion: Commissioner Ariemma

Second: Commissioner Schinman

Rollcall: All Commissioners present voted in the affirmative, none were opposed.

RECORD OF COMMISSIONERS VOTE ON FINAL PASSAGE									
COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
Dolce				x	OPEN				
Rashid	x				Schinman	x			
Plaisted	x				Moyoli	x			
Ariemma	x								

There was no meeting held in August 2019.

APPROVAL OF THE MONTHLY SCHEDULE OF VOUCHERS/BILLS

MOTION by the Board of Commissioners to approve the vouchers and bills for BHA Management and the Section 8 Housing Choice Voucher programs for the month(s) of: **July and August, 2019**

Rollcall: All Commissioners present voted in the affirmative, no one present was opposed.

RECORD OF COMMISSIONERS VOTE ON FINAL PASSAGE									
COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
Dolce				x	OPEN				
Rashid	x				Schinman	x			
Plaisted	x				Moyoli	x			
Ariemma	x								

REPORT OF EXECUTIVE DIRECTOR/ADMINISTRATOR

The Executive Director and our Consultant, Mr. Riccio attended the Town of Boonton Mayor Alderman meeting and presented the BHA 's Streamline Conversion application on September 3, 2019. At that time, the BHA requested the support letter that is required for the application.

The BHA reached out to the Town Engineer for their review and approval of Part 58 of the Streamline Conversion application.

CORRESPONDENCE

Letter from HUD regarding the outstanding Audit Finding on tenant file management. The BHA staff has created a check list to be used in all files to address this issue. A packet of

what and how the BHA will address the shredded information was sent to HUD for review and approval.

OLD BUSINESS

Awaiting Town of Boonton Engineer to sign off on Part 58 of the SVC Application

NEW BUSINESS

- Starting the close out for FYE 9/30/2019
- Closed Waiting List Oct 25, 2019
- Q/C of all HCV tenant files in process per pending 2018 Audit review
- Board Meeting date conflict/options
November 27, 2019 Day before Thanksgiving
December 25, 2019 changed to: December 11, 2019 Regular meeting
Dinner Dec 19, 2019 Location for Dinner meeting TBA
- Board meetings will be held separate from the Holiday luncheon

RESOLUTIONS

Resolution 2044 Resolution to approve the 2019-2020 NJ State Budget

Commissioner Plaisted motioned to accept Resolution 2044 as presented. Commissioner Rashid seconded the motion. All Commissioners present voted in the affirmative to accept Resolution 2044. No one present was opposed.

A roll call was taken. All Commissioners voted in the affirmative. Resolution 2044 was passed.

Resolution 2045 Resolution to open the waiting list from October 11-25, 2019

Commissioner Rashid motioned to accept Resolution 2045 as presented. Commissioner Schinman seconded the motion. All Commissioners present voted in the affirmative to accept Resolution 2044. No one present was opposed.

A roll call was taken. All Commissioners voted in the affirmative. Resolution 2044 was passed.

COMMENTS FROM THE PUBLIC:

Any other business that may properly come before the Board of Commissioners of the Housing Authority of the Town of Boonton.

ADJOURNMENT

Motion to Adjourn by: Commissioner Moyoli

Seconded: Commissioner Plaisted

Time: 7:40PM

The Minutes of September 23, 2019 were approved at the Board meeting held on October 23, 2019.

Sherry Sims

Executive Director

9/23/2019