

**HOUSING AUTHORITY OF THE TOWN OF BOONTON  
MONTHLY MEETING**

**Administration Building**

**AGENDA  
REGULAR BOARD MEETING  
WEDNESDAY, JULY 26, 2023**



**OPEN PUBLIC MEETINGS ACT**

**ADEQUATE NOTICE** of this meeting, pursuant to the requirement of the Open Meetings Act, I 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 this 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 10, 2023 and in the Citizen of Morris County Newspaper on January 19, 2023 for the new calendar year of 2023**

Sherry Sims is inviting you to a scheduled Zoom meeting.

**CALL MEETING TO ORDER**

The meeting will be called to order at \_\_\_\_ at the Boonton Housing Authority’s Administration Office, 125 Chestnut Street, Boonton, NJ 07005 and via Zoom for those Board members who could not appear in person due to conflict of scheduling, or health.

**OPEN PUBLIC MEETINGS ACT**

**ADEQUATE NOTICE** of this meeting, pursuant to the requirement of the Open Meetings Act, I 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 this 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 10, 2023 and in the Citizen of Morris County Newspaper on January 19, 2023 for the new calendar year of 2023.**

Sherry Sims is inviting you to a scheduled Zoom meeting.

Topic: BOONTON HOUSING AUTHORITY BOARD MEETING JULY 26, 2023

**Join Zoom Meeting**

<https://us02web.zoom.us/j/2934860306?pwd=bkRmN0h1dUpTU2gyYzJFWjZWZ0l4UT09>

Meeting ID: 293 486 0306

Passcode: bha1

One tap mobile

+16465588656,,2934860306#,,, \*124460# US (New York)

+16469313860,,2934860306#,,, \*124460# US

Dial by your location

+1 646 558 8656 US (New York)

+1 253 205 0468 US

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

Meeting ID: 293 486 0306

Passcode: 124460

Find your local number: <https://us02web.zoom.us/j/2934860306>

**CALL MEETING TO ORDER**

The meeting will be called to order at \_\_\_\_ at the Boonton Housing Authority's Administration Office, 125 Chestnut Street, Boonton, NJ 07005 and via Zoom for those Board members who could not appear in person due to conflict of scheduling, or health.

Sherry Sims is inviting you to a scheduled Zoom meeting.

Topic: BOONTON HOUSING AUTHORITY BOARD MEETING **JULY 26, 2023**

**ROLL CALL 2023**

James Plaisted, Chairperson

Amjad Rashid, Vice-Chairperson

Ginny Dolce., Commissioner  
 Lynn D. Schinman, Commissioner  
 Mildred Ariemma, Commissioner  
 Duane Zadarosni, Commissioner  
 Leonardo Moyoli, Jr., Commissioner

## **OTHERS PRESENT**

## **APPROVAL OF THE MINUTES**

**MOTION** by the Board of Commissioners of the Housing Authority of the Town of Boonton to **APPROVE Minutes for January 25, 2023 and May 24, 2023 and TABLE the April 26, 2023.**  
**There was no meeting in March or June 2023.**

**Motion:**

**Second:**

**Rollcall:**

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

## **APPROVAL OF THE MONTHLY 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) **April and May 2023**

**Motion**

**Seconded m**

**Roll Call:**

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

## **REPORT OF EXECUTIVE DIRECTOR**

Property Appraisals will be done on all members of the JIF to make sure all have adequate coverage. This is a mandatory appraisal required for all members who have property values of \$1,000,000 or greater by September 1, 2023 – to be scheduled.

2022 Payroll Audit will be scheduled by NEIS

2022 Independent Audit for BHA and AHOM is currently in process.

Summary by Commissioner Moyoli on Washington Trip

Meeting scheduled with Town of Boonton and Morris County to discuss flooding on Chestnut 8/1/2023

### **Department Reports:**

**Operations/Wait List**

**FSS**

**SVC**

**HCV**

**Maintenance = Inc 7/23**

### **CORRESPONDENCE**

None

### **OLD BUSINESS**

- Sinkhole issue at Riverview needs follow up (Town and County resolution) – rodent infestation – Meeting scheduled 8/1/2023
- Water drainage problem on Chestnut – Meeting scheduled 8/1, 2023 with the Town Administrator and Morris County 8/1/2023

### **NEW BUSINESS**

Air Duct Cleaning -finished

Insurance Claim approved for Riverview Community Room – getting quotes for floor and ceilings

Replacement of 2 Hot water Boilers at Riverview Apartment – award - pending

Sidewalk repair/shaving at Chestnut Street - finished

Annual Unit HQS inspections are in progress for SVC units – Independent contractor - finished

Roof and gutter repairs/cleaning Chestnut Street- getting quote from landscaper

Trip hazards at Chestnut St repair finished

Painting Exterior of Chestnut Street – in progress

Meeting with Town of Boonton and Morris County DPW regarding Chestnut St and Riverview- 8/1/2023



## **ATTORNEY REPORT/UPDATES**

- **Regulatory Updated**

NSPIRE Inspection final rules

HOTMA regulations

EPL Employee Practice Liability requirements – Attorney review and update Personnel Policy

Every 2 years the MEL reviews laws and regulations to update the Personnel Manual. Members are asked to complete training geared toward Managers, Supervisors and Non-Supervisors and Employee Staff training. These classes are mandatory and must be reviewed by our Attorney by November 11<sup>th</sup> that we have met the requirements.

- **Eviction status update**

## **RESOLUTIONS**

### **RESOLUTION #2199      AUTHORIZE AND APPROVE THE 2022 AUDIT SUBMISSION ON 6/30/2023**

<b>Resolution # COMMISSIONER</b>	<b>AYE</b>	<b>NAY</b>	<b>N.V.</b>	<b>A.B.</b>	<b>COMMISSIONER</b>	<b>AYE</b>	<b>NAY</b>	<b>N.V.</b>	<b>A.B.</b>
Plaisted					Zadarosni				
Rashid					Schinman				
Dolce					Moyoli, Jr				
Ariemma									

### **RESOLUTION #2200      AUTHORIZE AND APPROVE THE ANNUAL PLAN BEGINNING 10/1/2023**

<b>Resolution # COMMISSIONER</b>	<b>AYE</b>	<b>NAY</b>	<b>N.V.</b>	<b>A.B.</b>	<b>COMMISSIONER</b>	<b>AYE</b>	<b>NAY</b>	<b>N.V.</b>	<b>A.B.</b>
Plaisted					Zadarosni				
Rashid					Schinman				
Dolce					Moyoli, Jr				
Ariemma									

### **RESOLUTION #2201      AUTHORIZE AND APPROVE THE OCTOBER 1, 2023 THROUGH SEPTEMBER30, 2023 BUDGET**

Resolution # COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
Plaisted					Zadarosni				
Rashid					Schinman				
Dolce					Moyoli, Jr				
Ariemma									

RESOLUTION #2202  
FOR

AUTHORIZE AND APPROVE THE NEW JERSEY STATE BUDGET  
OCTOBER , 2023 THROUGH SEPTEMBER 30, 2024

Resolution # COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
Plaisted					Zadarosni				
Rashid					Schinman				
Dolce					Moyoli, Jr				
Ariemma									

RESOLUTION #2203  
LIVING FOR

RESOLUTION TO AUTHORIZE AND APPROVE THE COST OF  
THE BUDGET YEAR OCTOBOBER 1, 2023 THROUGH SEPTEMBER

30, 2023

Resolution # COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
Plaisted					Zadarosni				
Rashid					Schinman				
Dolce					Moyoli, Jr				
Ariemma									

RESOLUTION #2204  
PERSONS

AUTHORIZE TO APPROVE AHOM, INC BANK SIGNATORY  
FOR FISCAL YEAR OCTOBER 1, 2023 THROUGH SEPTEMBER 30,

2024

Resolution # COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
Plaisted					Zadarosni				
Rashid					Schinman				
Dolce					Moyoli, Jr				
Ariemma									

RESOLUTION #2205      AUTHORIZE TO APPROVE AHOM, INC APPROVE LAKELAND  
BANK SIGNATORY PERSONS  
FOR FISCAL YEAR OCTOBER 1, 2023 THROUGH SEPTEMBER 30,  
2024

Resolution # COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
Plaisted					Zadarosni				
Rashid					Schinman				
Dolce					Moyoli, Jr				
Ariemma									

RESOLUTION 2206 AUTHORIZATION AND APPROVAL TO WRITE OFF DISPOSITION OF  
STOVES AND REFRIGERATORS IN  
ACCORDANCE WITH THIS ASSET DISPOSOTION POLICY

Resolution # COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
Plaisted					Zadarosni				
Rashid					Schinman				
Dolce					Moyoli, Jr				
Ariemma									

RESOLUTION #2207      AUTHORIZE AND APROVE STAFF AND COMMISSIONRS TO  
ATTEND THE ANNUAL NJAHRA  
CONFERENCE AT THE RESORT CASCINO BETWEEN SEPTEMBER  
24,25,26, 2023

Resolution # COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
Plaisted					Zadarosni				
Rashid					Schinman				
Dolce					Moyoli, Jr				
Ariemma									

RESOLUTION # 2208      AUTHORIZE AND APPROVE FIVE YEAR ROLLING CONTRACT  
FOR THE EXECUTIVE  
DIRECTOR FROM AUGUST 1, 2023 – JULY 31, 2028

Resolution # COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
Plaisted					Zadarosni				
Rashid					Schinman				
Dolce					Moyoli, Jr				
Ariemma									

**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.

**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.

**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  
Seconded  
Time