

HOUSING AUTHORITY OF THE TOWN OF BOONTON
MONTHLY MEETING

Administration Building

MINUTES

REORGANIZATIONAL MEETING

IN-PERSON

Wednesday, January 25, 2023



This meeting will take place via Zoom.us in lieu of the normal scheduled meeting location due to the statewide health concerns and meeting restrictions.

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 18, 2023** for the new calendar year of 2023

CALL MEETING TO ORDER

The meeting will be called to order 7:20PM at the Boonton Housing Authority’s Administration Office, 125 Chestnut Street, Boonton, NJ 07005 and via Zoom for those who could not appear in person

ROLL CALL 2022

James Plaisted, Chairperson	PRESENT
Amjad Rashid, Vice-Chairperson	PRESENT
Ginny Dolce., Commissioner	ABSENT
Lynn D. Schinman, Commissioner	PRESENT
Mildred Ariemma, Commissioner	PRESENT
Dwayne Zadarosni, Commissioner	PRESENT

ELECTION OF NEW OFFICERS – Attorney Corrison

OPEN FLOOR FOR CHAIRPERSON

Commissioner Rashid nominated James Plaisted. Commissioner Plaisted accepted the nomination as Chairperson All Commissioners present accepted the Nomination as presented.

OPEN FLOOR FOR VICE CHAIRPERSON

Commissioner Schinman nominated Amjad Rashid as Vice-President. Commissioner Rashid accepted the nomination as Vice-Chairperson. All Commissioners accepted the nominations as presented.

OTHERS PRESENT

TERRANCE CORRISTON, ATTORNEY; SHERRY SIMS, EXECUTIVE DIRECTOR/SECRETARY

APPROVAL OF THE MINUTES

MOTION by the Board of Commissioners of the Housing Authority of the Town of Boonton to APPROVE July 27 2022 and TABLE November 30, 2022 Minutes until the next Board meeting. There was no meeting in December 2022.

Motion: Commissioner Plaisted

Second: Commissioner Rashid

Rollcall: A roll call was taken. All Commissioners present voted in the affirmative to approve the minutes. 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.
Plaisted	x				Zadarosni	x			
Rashid	x				Schinman	x			
Dolce				x	Moyoli	x			
Ariemma	x								

APPROVAL OF THE MONTHLY VOUCHERS/BILLS

MOTION by the Board of Commissioners to TABLED the vouchers and bills for BHA Management and the Section 8 Housing Choice Voucher programs for the month(s) November 2022, December 2022

Motion: Commissioner Plaisted

Seconded: Commissioner Rashid

Roll Call: All Commissioners present voted in the affirmative. Noone present was opposed

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

A roll call was taken and the Vouchers and Bills were paid.

REPORT OF EXECUTIVE DIRECTOR

- Waiting List Opened February 6-21, 2023
- Utility Allowances 2023
- Audit 2022 RFP due 1/27/2023
- Legal 2023 Contract

CORRESPONDENCE

None

OLD BUSINESS

- Sinkhole issue at Riverview needs follow up (Town and County resolution) – rodent infestation
-

NEW BUSINESS

- ACH system set up with Lakeland Bank for Landlords (optional)
- Reserve account set up with PNC bank effective October 2022
- Authorized Signatures : Lakeland Bank and PNC
- Approved Board Members by Mayor and Counsel
- Verizon replacement of copper network in our area -
- Personnel Policy addendum approval 2023
- Write Off Breann McKlin Ndiaye
- Commissioner Mandatory Trainings Schedule – on-line Zoom

RESOLUTIONS

RESOLUTION # 2179 – VOID

RESOLUTION #2179A AUTHORIZE AND APPROVE THE NEW FMR'S EFFECTIVE JANUARY 1, 2023.

Motion: Commissioner Rashid

Seconded: Commissioner Schinman

Roll Call: All Commissioners present voted in the affirmative. Noone present was opposed

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

A roll call was taken and Resolution # 2179A was passed.

RESOLUTION #2180 - RESOLUTION APPROVING THE WRITE OFF OF OUTSTANDING DEBT OWED BY BREANNA MCKLIN NDIAYE TO THE BOONTON HOUIING AUTHORITY IN THE AMOUNT OF \$13,501.97

Motion: Commissioner Rashid

Seconded: Commissioner Schinman

Roll Call: All Commissioners present voted in the affirmative. Noone present was opposed

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

A roll call was taken and Resolution #2180 was passed.

RESOLUTION #2181 AUTHORIZE AND APPROVE THE LEGAL PROPOSAL SUBMITTED BY TERRENCE CORRISTON, ATTORNEY AT LAW FOR A RETAINER IN THE AMOUNT OF TO BE PAID MONTHLY EFFECTIVE FEBRUARY 1, 2023

Motion: Commissioner Rashid

Seconded: Commissioner Schinman

Roll Call: All Commissioners present voted in the affirmative. Noone present was opposed

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

A roll call was taken and Resolution #2181 was passed.

RESOLUTION 2182 AUTHORIZE AND APPROVE THE AMENDED PERSONNEL POLICY DATED MAY 25, 2022

Motion: Commissioner Rashid

Seconded: Commissioner Schinman

Roll Call: All Commissioners present voted in the affirmative. Noone present was opposed

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

A roll call was taken and Resolution #2182 was passed.

RESOLUTION 2183 AUTHORIZE AND APPROVE THE AMENDED/ UPDATED MAINTENANCE CHARGE LIST 2023

Motion: Commissioner Rashid

Seconded: Commissioner Schinman

Roll Call: 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.
Plaisted	x				Zadarosni	x			
Rashid	x				Schinman	x			
Dolce				x	Moyoli	x			
Ariemma	x								

A roll call was taken and Resolution #2083 was passed.

**RESOLUTION 2184 RESOLUTION TO AUTHORIZE AND APPROVE AUTHORIZE
SIGNATORS
FOR THE LAKELAND BANK AND PNC BANKS**

Motion: Commissioner Rashid

Seconded: Commissioner Schinman

Roll Call: All Commissioners present voted in the affirmative. Noone present was opposed

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

A roll call was taken and Resolution #2184 was passed.

**RESOLUTION #2185 DCA EXECUTIVE DIRECTOR AND COMMISSIONER
CERTIFICATIONS 2023**

Motion: Commissioner Rashid

Seconded: Commissioner Schinman

Roll Call: All Commissioners present voted in the affirmative. Noone present was opposed

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

A roll call was taken and Resolution #2185 was passed.

**RESOLUTION #2186 RESOLUTION TO AUTHORIZE AND APPROVE THE UTILITY
ALLOWANCE
CHART EFFECTIVE MARCH 1, 2023**

Motion: Commissioner Rashid

Seconded: Commissioner Schinman

Roll Call: All Commissioners present voted in the affirmative. Noone present was opposed

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

A roll call was taken and Resolution #2186 was passed.

RESOLUTION # 2187 A RESOLUTION BY THE BOARD OF COMMISSIONERS TO AUTHORIZE AND APPROVE THE VETERAN'S PREFERENCE TO THE ADMINISTRATION POLICY AS A PREFERENCE TO BE PULLED OFF THE WAITING LIST

Motion: Commissioner: Plaisted

Seconded: Commissioner Rashid

Roll Call: All Commissioners present voted in the affirmative. Noone present was opposed

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

A roll call was taken and Resolution 2187 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 Rashid

Seconded: Commissioner Plaisted

Time: 8:33PM

I Sherry Sims certify that these Minutes were approved at the Board meeting held on September 27, 2023.

Sherry Sims
Executive Director/Secretary