

Administration Building

MINUTES

REORGANIZATIONAL MEETING

Wednesday, February 28, 2024



The meeting will take place in-person and/or via Zoom.us for the public at the Housing Administration Office location 125 Chestnut Street, Boonton, NJ 07005 . The Authority continues to operate under the statewide health concerns and meeting restrictions still in effect regarding COVID19.

Topic: Boonton Housing Zoom Meeting

Time: Feb 28, 2024 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/89804612667?pwd=kJldF1gVy6PVnD37yIFIFzv8yY3F4Q.1>

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 26, 2024** and in the **Citizen of Morris County Newspaper on January**

Chairperson Plastid called the in-person meeting to order at 7:02PM at the Boonton Housing Authority's Administration Office, 125 Chestnut Street, Boonton, NJ 07005. Zoom was available for those who could not appear in person.

ROLL CALL 2024

James Plaisted, Chairperson	PRESENT
Amjad Rashid, Vice-Chairperson	PRESENT
Ginny Dolce., Commissioner	ABSENT
Lynn D. Schinman, Commissioner	PRESENT
Mildred Ariemma, Commissioner	PRESENT
Leonardo Moyoli, Jr., Commissioner	ABSENT
Brian Vint, Commissioner	PRESENT

Duane Zadarosni, Chestnut Cottage resident; Kevin Dunshee, Solar Landscape,; John Clark, Sunbelt, Inc; Terrance Corrison, Attorney, Kenneth Kelshaw, Chief Operating Officer at Boonton Housing Authority ; Sherry Sims, Executive Director

SWEAR-IN NEW COMMISSIONER

Attorney Corrison swore in the new commissioner, Brian Vint; who will fulfill the term through December 2024 for Duane Zadarosni.

ELECTION OF NEW OFFICERS – Attorney Corrison

Attorney Corrison conducted the election of new officers for the calendar year 2024.

Opened the floor for the Chairperson nominations

Commissioner Rashid motioned and recommend James Plaisted to remain as Chair.

Seconded by: Commissioner Schinman

All Commissioners present voted in the affirmative. No one present was opposed.

Opened the floor for Vice President nominations

Commissioner Schinman motioned to recommend Amjad Rashid.

Commissioner

All Commissioners present voted in the affirmative. No one present was opposed.

PRESENTATION: Community Solar Energy by Kevin Dunshee

The New Jersey Community Solar program provides housing authorities and residents easy access to the cost of savings and environmental benefits provided by solar energy. Access to this energy is at no costs in or out of the contract. There is no long term contract requirement. There are no panels on the roof. This program is open to housing authorities with master-meters and any savings must be reinvested back into the properties. There are no maintenance fees or responsibility for the Authority. . The discount is guaranteed.

APPROVAL OF THE MINUTES

MOTION by the Board of Commissioners of the Housing Authority of the Town of Boonton to **APPROVE** the Minutes for the months of July 2023; September 2023, November 2023 and December 2023. There was no meeting in October 2023 or January 2024

Motion: Commissioner Rashid

Second: Commissioner Vint

Rollcall: All Commissioners present voted in the affirmative

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

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) **December 2023 and January 2024**

Motion: Commissioner Rashid

Seconded: Commissioner Plaisted

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				Moyoli, Jr.				x
Rashid	x				Schinman	x			
Dolce				x	Vint			x	
Ariemma	x								

REPORT OF EXECUTIVE DIRECTOR

NSPIRE Staff training will be scheduled in April 2024 for all staff to attend to be in compliance by 1/2025

The Admin Plan for HOTMA is required for all staff and the revision must be made by January 2025.

CORRESPONDENCE

2024 Elected Officials Risk Management Seminar flyer

A letter was received from U.S Department of HUD in January 2024 advising SEMAP status for YE 9/30/2023. The Boonton Housing Authority continues to remain a High Performer

OLD BUSINESS

Sinkhole issue at Riverview Apartments. The Agreement has been signed with the Town of Boonton to move forward and schedule the underground investigation to assess the total problem on or around March 2024 when the weather permits. Once this is completed, all parties responsible can agree on how to proceed before more damage is caused to the building.

Flooding problem on Chestnut Street – A meeting was held 1/18, 2024 with representatives from the Town of Boonton to discuss options available to address the water runoff from Main Street (County road) that is impacting the quality of life of 14 elderly, disabled veterans and families. The A/E is putting together the cost estimates and making adjustment to the proposed repair as discussed at the meeting.

NEW BUSINESS

Commissioner State mandated training is on-line at Rutgers Center for Government
Rutgers.edu

Commissioners /Elected Officials training is on-line Learning Management System complete by
May 2024 BHA will get up-to \$500.00 credit from the annual insurance assessment.

Financial Disclosure Statements for Commissioners (FDS) 4/30/2024

Award the independent Audit for 9/30/2023

Town of Boonton and the Boonton Housing has reached out to Morris County to share
financial responsibility and correct action to address the severity of the flooding problem on
Chestnut Street caused by the run off of water from sever storms off West Main Street,
Boonton, NJ. A meeting will be scheduled shortly to discuss further plans for the needed
improvement.

Attorney Report

The draft Policy for the BHA Cash Management Plan 2024 will be held for discussion and
approval at the March meeting

CONSENT AGENDA for RESOLUTION #2223 through 2227

Attorney Corriston requested that Resolution #2224 be tabled until March 2024 meeting.

Commissioner Ariemma motioned to table the Resolution.

Commissioner Plaisted seconded the Resolution

All Commissioners present voted in the affirmative. No one present was opposed.

MOTION Commissioner Rashid motioned to approve the consent agenda for
Resolutions #2223, 2225,2226, 2227.

SECOND: Commissioner Plaisted

All Commissioners present voted in the affirmative. No one present was opposed.

RESOLUTIONS # 2223 THROUGH #2227

RESOLUTION 2223

**A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY
OF THE TOWN OF BOONTON AUTHORIZING THE SUBMISSION OF
THE EXECUTIVE DIRECTORS CERTIFICATION OF COMPLIANCE TO
THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS**

RESOLUTION 2224 – TABLED

**A RESOLUTION BY THE BOARD OF COMMISSIONERS TO AUTHORIZE AND APPROVE
THE 2024 CASH MANAGEMENT AND INVESTMENT PLAN FOR THE
BOONTON HOUSING AUTHORITY**

A RESOLUTION BY THE BOARD OF COMMISSIONERS TO AUTHORIZE AND APPROVE THE LAKELAND CORPORATE RESOLUTIONS AND THE PNC BANK RESOLUTIONS TO APPROVE AUTHORIZED SIGNATURES AN CONTACT PERSONS FOR THE BOONTON HOUSING AUTHORITY

RESOLUTON 2226

A RESOLUTION BY THE BOARD OF COMMISSIONERS TO AUTHORIZE AND APPROVE THE WRITE-OFF OF UNCOLLECTABLE RENTAL AND OTHER OUTSTANDING CHARGES FROM SUSAN MCLOUGHLIN , RIVERVIEW APARTMENT, 122 PLANE STREET, BOONTON, NJ IN THE AMOUNT OF \$1,316.69.

RESOLUTION 2227

A RESOLUTION BY THE BOARD OF COMMISSIONERS TO AUTHORIZE AND AWRD THE AUDIT TO NOVOGRADAC FOR THE FISCAL YEAR ENDING 9/30/2023 IN THE AMOUNT OF \$13,715.00

ROLL CALL

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

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 are limited to 3 minutes. State your name and , address for the record.

Commissioner Vint inquired and questioned how he could donate household items and clothing to the Housing Authority.

ADJOURNMENT

Motion to Adjourn by: Commissioner Rashid
 Seconded by: Commissioner Plaisted
 Time: 8:04PM

I, Sherry L. Sims certify that these Minutes of February 28, 2024 was approved by the Board of Commissioners at the March 27, 2024 meeting.

Sherry L. Sims
 Secretary/Executive Director

