

HOUSING AUTHORITY OF TOWN OF BOONTON
REGULAR MEETING
AGENDA

Wednesday May 22, 2024



This meeting will take place via Zoom.us and/or those who attend in-person at the Administration Building ,125 Chestnut St, Boonton, NJ 07005. The statewide health concerns and meeting restrictions still in effect to allow for hybrid attendance

Sherry Sims is inviting you to a In-person meeting and/or the Zoom meeting in case you can not attend in-person.

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 on the Boonton webpage; with the Town of Boonton Town Hall, by posting a Notice of the meetings on the bulletin board of Riverview Apartments and the Administration Building bulletin board. Also publication of this Notice is in the **Daily Record on January 26 , 2024** and in the **Citizen of Morris County Newspaper on January 30, 2024.**

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 in-person and/or via Zoom.

ROLL CALL 2024

James Plaisted, Chairperson
Amjad Rashid, Vice-Chairperson
Robert DiVincent, Commissioner
Lynn D. Schinman, Commissioner
Mildred Ariemma, Commissioner
Leonardo Moyoli, Jr., Commissioner

OTHERS PRESENT

APPROVAL OF THE MINUTES

MOTION by the Board of Commissioners of to approve the Minutes for the months of March 2024. There was no meeting in April 2024.

Motion:

Second:

Second:

Rollcall:

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

APPROVAL OF THE MONTHLY VOUCHERS/BILLS

MOTION by the Board of Commissioners to approve the vouchers and bills for March and April, May, 2024 (distributed at the meeting)

Motion:

Seconded:

Roll Call:

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

REPORT OF EXECUTIVE DIRECTOR

- o Meeting with Town Administrator, Representatives from Morris County myself and the McKernan Engineering met on April 25 th to discuss plans to move forward on the drainage problem on Chestnut Street. We have come to an agreement on how to move forward and the Engineer will prepare the bid packet and designs and drawing. Morris County representatives agreed to prorate all expenses and will reimburse the Authority their portion of the expense,
- o Post Office has given approval on design for the replacement of the mailboxes at Riverview.
- o Sink hole at Riverview is in process. The Town of Boonton and the County has moved forward on this matter. We are waiting on update of the status.
- o Fire Code Inspection was scheduled on March 26, 2024 – A meeting was held on May 2, 2024 with Mr. Webber to discuss the violations. We are putting together the request for the extension to address all the violations.
- o The Auditors were on-site May 13-14, 2024 to conduct the independent Audit for FYE September 30, 2023.
- o Staff training was held for the new NSPIRE Inspection protocol Apr 23-26, 2024. This was a mandatory training and the new requirements must be in place by October 1, 2024. All required staff is now certified.
- o Family Self Sufficiency has five graduates and the graduation will be scheduled for June 12, 2024. It will be held at Riverview Apartment's Community Room.

- New Income limits have been released, the Resolution is attached for Board Review and approval
- Sharon Grau vacated the apartment with outstanding debt. A Resolution for the write-off for the monies owed is attached.
- NJAHRA Training for Commissioners, Staff and Executive Directors is scheduled for June 13, 2024 at Ocean Place Resorts and Spa, Long Branch, NJ.
- on New Jersey local government requirements on Ethics and Harassment in the Workplace .Registration forms are included in your packet if you want to attend.
It is an overnight stay.

Attorney Report

CORRESPONDENCE

Letter to the Novogradac & Company regarding the Internal Controls as request for the Audit 2023

NEW BUSINESS

- NSPIRE Inspections completed at Riverview and Chestnut St
- Fire Code Inspection was completed at Riverview Apartments
- HOTMA training to be scheduled and Admin Regulations to be amended and implemented by October 1, 2024 and no later than January 1, 2025
- BHA is considered to be a "Qualified Housing Authority" we only have to submit Civil Rights Certification Form
75 days before end of the fiscal year

OLD BUSINESS

CONSENT RESOLUTIONS #2230 – RESOLUTION #2223

RESOLUTION #2224 APPROVAL OF THE CASH MANAGEMENT PLAN 2024 – tabled

**RESOLUTION #2230 RESOLUTION TO AUTHORIZE AND APPROVE THE 2024
INCOME LIMITS EFFECTIVE MAY 22, 2024**

**RESOLUTION # 2231 RESOLUTION TO AUTHORIZE AND APPROVE THE WRITE
OFF OF SHARON GRAU IN THE AMOUNT OF
\$2,675.73**

**RESOLUTION #2232 RESOLUTION TO REVIEW AND APPROVE SUBMISSION OF
THE 10/1/2024 PHA PLAN AS A "QUALIFIED AUTHORITY"**

**RESOLUTION #2232 RESOLUTION TO APPROVE STAFF, COMMISSIONER AND
EXECUTIVE DIRECTOR TRAINING AND TRAVEL TO NJAHARA
CONFERENCE IN OCEAN PLACE RESORTS, LONG BRANCH,
NJ TOPICS ON ETHICS AND HARRASSMENT IN THE WORK
PLACE**

Motion
Seconded
Roll Call

COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
Plaisted					Moyoli, Jr.				
Rashid					Schinman				
DiVincent									
Ariemma									

PUBLIC COMMENT

Public comment may be given either during the public comment portion of the meeting or in writing prior to the meeting within 24 hours before the meeting date.

Comments limited to 3 minutes.

ADJOURNMENT

Motion to Adjourn:

Seconded

Time

Please be advised that this public meeting is being recorded.