

**HOUSING AUTHORITY OF TOWN OF BOONTON
REGULAR MEETING
MINUTES**

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

Vice Chair-person Rashid opened the meeting to order at 7:12PM 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	ABSENT
Amjad Rashid, Vice-Chairperson	PRESENT
Robert DiVincent, Commissioner	ABSENT
Lynn D. Schinman, Commissioner	PRESENT
Mildred Ariemma, Commissioner	PRESENT
Leonardo Moyoli, Jr., Commissioner	PRESENT via phone

OTHERS PRESENT

Terrance Corrison, Breslin & Breslin, Attorney by phone
Sherry Sims, Secretary /Executive Director
Jacob Hittrich, Liaison for Town of Boonton

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: Commissioner Ariemma

Second: Commissioner Schinman

Rollcall: All present was in agreement to pass the Minutes as presented

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			
DiVincent				x					
Ariemma	x								

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: Vice-Chairperson Rashid

Seconded: Commissioners Schinman

Roll Call: All Commissioners present voted in agreement and paid the bills and vouchers.

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			
DiVincent				x					
Ariemma	x								

REPORT OF EXECUTIVE DIRECTOR

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,

Post Office has given approval on design for the replacement of the mailboxes at Riverview.

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.

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.

The Auditors were on-site May 13-14, 2024 to conduct the independent Audit for FYE September 30, 2023.

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.

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

Nothing discussed at this meeting.

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 #2233 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: Vice-Chairperson Rashid

Second: Commissioner Schinman

Roll Call: All Commissioners present voted in agreement to pass the Resolutions as presented.

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

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.

Public Comment presented via email as follows:

A question was requested via e-mail to be addressed at the Board meeting as follows:

From: Catherine M Poulson, Boonton, NJ: Has the BHA exploring LIHTC (Low Income Housing Tax Credits) for the Redevelopment of Riverview Apartments or Chestnut Street Apartments?

Response: No, However we can definitely ask our Attorney or Fee Accountant to explain LIHTC to the Board members.

Comments limited to 3 minutes.

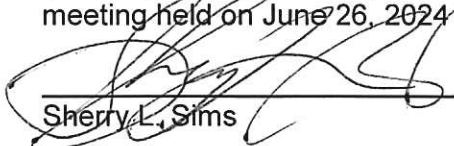
ADJOURNMENT

Motion to Adjourn: Schinman

Second: Commissioner Ariemma

Time: 7:45PM

I, Sherry Sims, Secretary hereby certify that these Minutes were read, reviewed and approved at the meeting held on June 26, 2024


Sherry L. Sims