

**HOUSING AUTHORITY OF THE TOWN OF BOONTON  
ZOOM**

<https://us06web.zoom.us/join/85471995664?meetingMasterEventId=Lt6oVroeSOadvFWmBcN7JQ>

**Administration Building**

**MINUTES**

**REGULAR BOARD MEETING**

**MONDAY, DECEMBER 30, 2024**



**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 BY Vice-Chairperson Rashid at 7:05PM at the Boonton Housing Authority’s Administration Office, 125 Chestnut Street, Boonton, NJ 07005 via ZOOM

**ROLL CALL 2024**

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

**OTHERS PRESENT**

**TERRANCE CORRISTON, ATTORNEY; KENNETH KELSHALL, CFO; SHERRY SIMS, SECRETARY/EXECUTIVE DIRECTOR**

**APPROVAL OF THE MINUTES**

MOTION by the Board of Commissioners of the Housing Authority of the Town of Boonton to APPROVE the Minutes for July 24, 2024 and October 2024 Minutes

Motion: Commissioner DiVincent

Second: Commissioner Moyoli, Jr

Rollcall:

RECORD OF COMMISSIONERS VOTE ON FINAL PASSAGE									
COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
<b>Plaisted</b>				<b>x</b>	<b>Russo</b>	<b>x</b>			
<b>Rashid</b>	<b>x</b>				<b>Schinman</b>	<b>x</b>			
<b>DiVincent</b>	<b>x</b>				<b>Moyoli</b>	<b>x</b>			
<b>Ariemma</b>				<b>x</b>					

**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) October, 2024 and November 2024

RECORD OF COMMISSIONERS VOTE ON FINAL PASSAGE									
COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
<b>Plaisted</b>				<b>x</b>	<b>Russo</b>	<b>x</b>			
<b>Rashid</b>	<b>x</b>				<b>Schinman</b>	<b>x</b>			
<b>DiVincent</b>	<b>x</b>				<b>Moyoli</b>	<b>x</b>			
<b>Ariemma</b>				<b>x</b>					

Motion: Commissioner DiVincent

Seconded: Commissioner Russo

Roll Call:

**REPORT OF EXECUTIVE DIRECTOR**

- Revised OPRA policies and procedures effective September 2024 –
- JIF (Joint Insurance Fund) Commissioner appointment
- SEMAP due 11/29/2024
- Census Annual Report due 12/10/2024

**CORRESPONDENCE**

**None**

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**ATTORNEY REPORT/UPDATES –**

None

**RESOLUTIONS      CONSENT RESOLUTION 2260-2265**

RECORD OF COMMISSIONERS VOTE ON FINAL PASSAGE									
COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
<b>Plaisted</b>				<b>x</b>	<b>Russo</b>	<b>x</b>			
<b>Rashid</b>	<b>x</b>				<b>Schinman</b>	<b>x</b>			
<b>DiVincent</b>	<b>x</b>				<b>Moyoli</b>	<b>x</b>			
<b>Ariemma</b>				<b>x</b>					

**RESOLUTION #2260      AUTHORIZE AND APPROVE THE BOARD OF COMMISSIONERS 2025 BOARD MEETING DATES**

**RESOLUTION #2261      RADIFYAND APPROVE THE SUBMISSION OF THE FYE 2024 SEMAP**

**RESOLUTION #2262      AUTHORIZE AND APPROVE THE JIF FUND REPRESENTIVE FOR THE JIF COMMISSIONER FOR CY 2025 TO SHERRY SIMS**

**RESOLUTION #2263      AUTHORIZE AND APPROVE THE ADOPTION AND IMPLEMENTATION OF THE NEW OPRA FORM EFFECTIVE SEPTEMBER 2024 AND APPROVE KENNETH KELSHALL AS THE DESIGNATED CUSTODIAL OF RECORDS AS REQUIRED BY THE REVISED AND UPDATED OPRA REGULATIONS AND GUIDELINES**

**RESOLUTION # 2264      AUTHORIZE AND APPROVE STAFF TRAVEL FOR ANNUAL UPDATE AND SOFTWARE TRAINING FOR PHA-WEB APRIL 14-16, 2025 IN FLORDIA**

**RESOLUTION 2265RESOLUTION TO ACKNOWLEDGE AND ACCEPT THE RESIGNATION OF DONNA “LYNN” SCHINMAN FROM THE BOARD OF COMMISSIONER EFFECTIVE DECEMBER 31, 2024**

**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.**

**None**

## **ADJOURNMENT**

Motion to Adjourn :Commissioner DiVincent

Seconded: Vice-Chairperson Rashid

Time: 7:18PM