

HOUSING AUTHORITY OF THE TOWN OF BOONTON
Administration Building

MINUTES

REGULAR MEETING

Wednesday, July 23, 2025



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 the Daily Record on January 5, 2025 and in the Citizen of Morris County Newspaper on January 7, 2025

The meeting will be called to order by Chairperson Plaisted at 7:08 PM at the Boonton Housing Authority's Administration Office, 125 Chestnut Street, Boonton, NJ 07005 in-person and/or via Zoom for those who could not appear in person.

ROLL CALL 2025

James Plaisted, Chairperson	PRESENT
Amjad Rashid, Vice-Chairperson	PRESENT
Robert DiVincent., Commissioner	PRESENT
Pam Botka, Commissioner	PRESENT
Mildred Ariemma, Commissioner	ABSENT
Leonardo Moyoli, Jr., Commissioner	PRESENT
Vacant	

OTHERS PRESENT

Terrance Corriston, Attorney, William Katchen, Fee Accountant; Marie DeVenezia, Town of Boonton Liaison;
Sherry Sims, Secretary/Executive Director, and Kenneth Kelshall, Deputy 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 the month of May and June 2025

There was no meeting in March 2025

Motion: Commissioner DiVincent

Second: Commissioner Rashid

Rollcall: Unanimous vote by all Commissioners present.

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) **June and July 2025**

Motion: Commissioner Rashid

Seconded: Commissioner Botka

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				Vacant				
DiVincent	x				Botka	x			
Ariemma		x							

REPORT OF EXECUTIVE DIRECTOR

- **Budget Presentation – Bill Katchen , Fee Accountant**
- Fire Code Violations repairs and upgrade are completed – Scheduling Final inspection -waiting for the date
- Town of Boonton and Morris County Engineers has start the sewer drainage repair work at Riverview Apartments – still in progress
- Obtaining estimates to replace the balcony, entry ways at Riverview Apartment - pending
- Ordered Apartment numbers for Riverview Apartments – on order
- Order Emergency Exit signs for first floor; and Employee Only access signs for 6th floor, possible camera installation on the 6th floor East and West Roof access area.
- Camera needs replaced in the gazabo area on Chestnut Street.
- Obtain estimate for Chestnut Street so that we can prepare the bid packet to start on construction our property to address the flooding. Our meeting with Morris

County to redesign the original plans was very successful. We will meet again in 30 days for further planning with the owners at 217 N. Main St. to tie into their storm drain in his back parking lot.

CORRESPONDENCE

PHADA – News Alert – HUD Issues Operating Fund Financials- New Rules

NAHRO – House Releases FY 2026 THUD Bill

OLD BUSINESS – None

NEW BUSINESS

- Budget 2025-2026 presentation by William Katchen, Fee Accountant
- IRS Audit for Year 2021 meeting scheduled for August 8th for follow up on Section 8 landlords with mismatched or missing tax tin numbers .
All requested data must be uploaded by July 28, 2025
- Scheduled Loss Control Inspection by JIFF – August 2025
- Right to Know due in July 15, 2025 – submitted
- Revised/Updated HCV Admin Plan 2025 to be introduced for review and a 30 day comment period
(Manual is located at the Admin Office, 125 Chestnut Street for review or comment)
- FSS Grant 2026 APPLICATION due 7/30/2025
- Mr. Webber met with Kenneth and Guy for a follow up meeting on the 2024 Fire Code Violation on July 16, /2025 A Walk through is scheduled for 7/29/2025
- OPRA from Civiciq.com Request 7/14/2025 – Vendor Data 2024 to present

Attorney Report

Lease Agreement between the BHA and AHOM, INC (TABLED TO THE NEXT MEETING).

RESOLUTIONS

RESOLUTION #2283 AUTHORIZE AND APPROVE THE INTRODUCTION OF THE NEW JERSEY DCA STATE BUDGET SIXTY DAYS BEFORE (60)FOR OCTOBER 1, 2025-SEPTEMBER 30, 2026

MOTION BY: Commissioner DiVincent

SECOND: Commissioner Rashid

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				VACANT				
DiVincent	x				Botka	x			
Ariemma				x					

RESOLUTION #2284 **AUTHORIZE AND APPROVE THE BOONTON HOUSING AUTHORITY AMP BUDGET FOR OCTOBER 1, 2025 – SEPTEMBER 30, 2026**

MOTION BY: Commissioner Rashid

SECOND BY: Commissioner DiVincent

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				VACANT				
DiVincent	x				Botka	x			
Ariemma				x					

THE CONSENT AGENDA RESOLUTIONS #2285 THROUGH RESOLUTION #2291 WERE PRESENTED FOR DISCUSSION, COMMENTS, REVIEW AND/OR APPROVAL.

MOTION BY: COMMISSIONER RASHID

SECOND BY: COMMISSIONER DIVINCENT

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				VACANT				
DiVincent	x				Botka	x			
Ariemma				x					

RESOLUTION #2285 **AUTHORIZE AND APPROVE THE COLA ADJUSTMENTS FOR THE BUDGET YEAR OCTOBER 1, 2025 – SEPTEMBER 30, 2026**

RESOLUTION #2286 **AUTHORIZE AND APPROVE THE SIGNATORY COMMISSIONERS AND STAFF FOR PROVIDENT BANK FOR THE FISCAL YEAR OCTOBER 1, 2025 – SEPTEMBER 30, 2026**

RESOLUTION #2287 **AUTHORIZE AND APPROVE THE OFFICE RENTAL LEASE AGREEMENT BETWEEN THE BOONTON HOUSING AUTHORITY AND AFFORDABLE HOUSING OPPORTUNITIES MATTERS, INC**

RESOLUTION #2288 **AUTHORIZE AND APPROVE THE INTRODUCTION FOR THE REVIEW PERIOD OF THE UP-DATED/REVISED HOUSING CHOICE VOUCHER ADMINISTRATIVE PLAN EFFECTIVE SEPTEMBER 1, 2025**

RESOLUTION #2289

AUTHORIZE THE STAFF AND COMMISSIONERS TO ATTEND THE NJAHARA CONFERENCE AT THE HARDROCK HOTEL, ATLANTIC CITY, NJ ON SEPTEMBER 22-25, 2025 AND THE NJNAHRO FALL CONFERENCE, AT THE BOGOTA , IN ATLANTIC CITY, NJ . THE DATES IN NOVEMBER 2025 TBA

RESOLUTION #2290

AUTHORIZE AND APPROVE THE DCA CERTIFICATION FOR STAFF AND COMMISSIONERS 2025-2026

RESOLUTION #2291

AUTHORIZE THE WRITE OFF OF JEANETTE BARGEL IN THE AMOUNT OF \$245.37

ESOLUTION 2292

AUTHORIZE AND THE INDEPENDENT AUDIT FOR THE FYE SEPTEMBER 30, 2024

TABLE for Special Meeting

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				VACANT				
DiVincent	x				Botka	x			
Ariemma				x					

RESOLUTION 2293**CLOSED SESSION - PERSONNEL MATTER**

MOTION INTO CLOSED SESSION : COMMISSIONER PLAISTED

SECOND INTO CLOSED SESSION: COMMISSIONER

All Commissioners voted in the affirmative. None were opposed

MOTION OUT OF CLOSED SESSION BACK IN TO REGULAR MEETING: COMMISSIONER BOTKA

SECOND BY: COMMISSIONER RASHID

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

Commissioner Botka motioned to accept Resolution 2293 to approve the Executive Director's contract effective August 1, 2025 -

Second: Commissioner Rashid

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				VACANT				
DiVincent	x				Botka	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.

Council Woman Marie DeVenezia , Town of Boonton liaison updated the Authority on the following activities : TOB purchased a new fire truck. Up-dated on the Riverview construction project was suspended due to unforeseen circumstances at the site and it is still in progress. Ward 4 Council person resigned their seat. Communications with Police Committee regarding road bumps on Plane street or other alternative options still in discussion for a solution to help slow down the traffic on the street.

ADJOURNMENT

Motion to Adjourn: Commissioner DiVincent

Seconded: Commissioner Botka

Time: 7:50PM

I, Sherry Sims certify that these Minutes were approved at the Board Meeting held on September 17, 2025

Sherry L. Sims

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