

HOUSING AUTHORITY OF THE TOWN OF BOONTON

Administration Building

MINUTES

REGULAR MEETING

Wednesday, November 26, 2025



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 email of this Notice in in the Daily Record on December 8, 2025. It was also posted on the Boonton Housing Authority webpage: www.boontonhousing.org

The meeting will be called to order by Vice Chairperson Rashid at 7:11 PM VIA ZOOM from the Boonton Housing Authority’s Administration Office, 125 Chestnut Street, Boonton, NJ 07005 via ZOOM at the link above.

ROLL CALL 2025

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

Others Present

Sherry Sims, Executive Director

APPROVAL OF THE MINUTES

MOTION by the Board of Commissioners of the Housing Authority of the Town of Boonton to the Minutes for NOVEMBER 26, 2025

Motion: James Plaisted

Second: Leonardo Moyoli

All present voted in the affirmative

There were no meetings held in March, June, August or October 2025

APPROVAL OF THE MONTHLY VOUCHERS/BILLS

MOTION by the Board of Commissioners to APPROVE the vouchers and bills for BHA [https://d.docs.live.net/36ec4871270004fd/Documents/bdmin Nov 26^J 2025.docx](https://d.docs.live.net/36ec4871270004fd/Documents/bdmin%20Nov%2026^J%2025.docx) Management and the Section 8 Housing Choice Voucher programs for the month(s) **NOVEMBER 2025**

Motion: Commissioner Botka

Second: Commissioner Plaisted

Roll Call: All 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				Vacant				
DiVincent				x	. Botka	x			
Ariemma	x								

It was recommended by the Vice Chairperson to table all reports by the Executive Director and the Attorney reports until the next meeting in December 2025.

REPORT OF EXECUTIVE DIRECTOR - TABLED

- Fire Code Violations 2024/2025 repairs and upgrades -still in progress
- Town of Boonton and Morris County Engineers - drainage repair work at Riverview Apartments – estimated completion date November 20, 2025
- Government Shutdown effective October 1, 2025 – CR January 31, 2026
- Obtaining the cost estimate from A/E for Chestnut Street so that we can prepare the bid packet to start on construction on Chestnut St to address the flooding.
- Working on Year End Reports for December 2025
- Affordable Housing Strategy planning in Town of Boonton

CORRESPONDENCE

None

Vice Chairperson Rashid recommended to table all Old Business reports until December meeting.

OLD BUSINESS TABLED

- IRS Audit for Year 2021 – still in progress
- Commissioner sign Audit 2024 certification sheet
- Independent Entity contract signed – transition in place with PPHAC
- RFP -QPA (Qualified Purchasing Agent) – will be re advertise
- Insurance Claim has been submitted for Laundry Room at Riverview – unforeseen underground broken sewer pipe under the concrete floor \$12,000.00

NEW BUSINESS - TABLED

ATTORNEY REPORT - TABLED

- Personnel Policy Certification for JIF
Procurement Policy update

RESOLUTIONS

CONSENT AGENDA: RESOLUTIONS: 2307 THROUGH 2013

Resolution 2307 Approval of the continuation of Cinta work to resolve standpipe issues at Riverview in the amount of \$ 4887.22

Resolution 2308 Approval of the write off for Jeanette Bargel in the amount of \$245.37

Resolution 2309 Approval [https://d.docs.live.net/36ec4871270004fd/Documents/bdmin Nov 26^J 2025.docx](https://d.docs.live.net/36ec4871270004fd/Documents/bdmin%20Nov%2026^J%2025.docx) of the write off for Kent Davis in the amount of \$4,292.51

Resolution 2310 Approval of the submission of the 2025 SEMAP Report due November 29, 2025

Resolution 2311 Approval of the Updated FMRs/PAYMENT STANDARDS effective January 1, 2026

Resolution 2312 Approval of the Boonton Housing Authority Commissioner 2026 Meeting calendar

Resolution 2313 Approval to change December 23rd meeting to December 17, 2025

Roll Call

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								

Motion to approve the Consent Agenda:

Second

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.

None

ADJOURNMENT

Motion to Adjourn by: Vice Chairperson Rashid

Second: Commissioner Botka

Time: 7:26PM

I Sherry Sims certify that the Minutes of November 26, 2025 were reviewed and approve at the Meeting held on January 28, 2026.

Sherry Lynn Sims

Executive Director/Secretary

C:\Users\sherry.BHA\OneDrive\Documents\bd agenda Nov 26 2025.docx

<https://d.docs.live.net/36ec4871270004fd/Documents/bdmin Nov 26^J 2025.docx>