

MINUTES
Virtual Meeting
JUNE 28, 2021

The regular meeting of the Housing Authority of the Township of Brick was held on June 28, 2021 at 6:30 PM virtually hosted by Zoom.

The meeting was called to order by Chairman Jampel at 6:30 PM.
The meeting began with the reading of the Sunshine Law statement.

Chairman Jampel asked for a moment of silence for anyone that may need a moment of silence.

Upon Roll Call those present were:

Commissioner Russell	Vice Chairman Dyer
Commissioner Linkin	Chairman Jampel
Commissioner Dunne	
Commissioner Mammano	

Also present were Jacob Naszimento, Executive Director and Terry Brady, Board Attorney.

Absent from the meeting was Commissioner Oliver.

APPROVAL OF MINUTES

Motion to approve the open session minutes from the Board of Commissioners meeting held on May 17, 2021 was made by Commissioner Dunne and seconded by Commissioner Linkin. Upon roll call, all Commissioners voted "Aye".

EXECUTIVE DIRECTOR REPORT

The Executive Director gave monthly report to commissioners and residents in attendance and included the expenditures using the CARES Act. Vice Chairman Dyer asked Mr. Naszimento if any provisions will be made to the tenants of George Conway while the water is shut off to troubleshoot and correct the hot water issues in the building such as providing bottle water. Mr. Naszimento said once he finds out the date and length of time the water would need to be off then he would absolutely provide bottled water to the residents.

TREASURER'S REPORT

Vice Chairman Dyer read the treasurers report for those in attendance.

Motion to approve Section 8 payment checks #31110 through #31131 and Direct Deposit payments #3207 through #3295, BHA operating payment checks #26256 through #26258, BHDCD RAD Operating Payment Checks #1872 through #1905 and Tenant Service payment check #3173 was made by Commissioner Dunne and seconded by Commissioner Russell. Upon roll call, all Commissioners voted "Aye".

PUBLIC HEARING REGARDING BUDGET

Motion to open the meeting to the public to answer any questions regarding the adoption of the 2021/2022 Annual Budget was made by Commissioner Linkin and seconded by Commissioner Mammano. There was no public comment. Motion to close the public hearing was made by Commissioner Linkin and seconded by Commissioner Mammano. Upon roll call, all Commissioners voted "Aye".

OLD BUSINESS

None to report

NEW BUSINESS

Resolution #2021-11 authorizing adoption of the 2021/2022 Annual Budget.

Motion authorizing the adoption of the 2021/2022 Annual Budget was made by Commissioner Russell and seconded by Vice Chairman Dyer. Upon roll call, all Commissioners voted "Aye".

Resolution #2021-12 authorizing write off of accounts receivable for prior tenants who ceased tenancy with amounts still due the Authority.

Motion authorizing write off of accounts receivable for prior tenants who ceased tenancy with amounts still due the Authority was made by Commissioner Linkin and seconded by Commissioner Russell. Mr. Naszimento noted that this write off amount has drastically decreased since he started working here four years ago and he thanked Rhoda and the staff for staying on top of accounts that fall delinquent. Chairman Jampel agreed and thanked Mr. Naszimento and staff for keeping the write off amounts lower than previous years. Upon roll call, all Commissioners voted "Aye".

Resolution #2021-13 authorizing execution of a contract for Fee Accountant Services for the period July 1, 2021 through June 30, 2022 to Thomas Furlong, CPA.

Commissioner Russell said we only received one proposal for Fee Accountant Services. Motion authorizing execution of a contract for Fee Accountant Services for period July 1, 2021 through June 30, 2022 to Thomas Furlong, CPA was made by Vice Chairman Dyer and seconded by Commissioner Russell. Upon roll call, all Commissioners voted "Aye".

NEW BUSINESS continued...

June 28th Board Meeting

Resolution #2021-14 authorizing execution of a contract for Independent Audit Services for the period FYE June 30, 2021 to NovoGradic and Company.

Motion authorizing execution of a contract for Independent Audit Services for the period FYE June 30, 2021 to NovoGradic and Company was made by Commissioner Russell and seconded by Vice Chairman Dyer. Vice Chairman Dyer said the contract and bid committee met and discussed the two proposals received and NovoGradic and Company was lowest responsible bidder. Upon roll call, all Commissioners voted "Aye".

Resolution #2021-15 authorizing execution of a contract for General Legal Services for the period July 1, 2021 through June 30, 2022 to the firm Brady & Kunz.

Motion authorizing execution of a contract for General Legal Services for the period July 1, 2021 through June 30, 2022 to the firm Brady & Kunz was made by Commissioner Linkin and seconded by Commissioner Russell. Commissioner Russell added that two proposals for legal services was received and reviewed by the contract and bids committee and Brady & Kunz was the lowest responsible bidder. Upon roll call, all Commissioners voted "Aye". Mr. Brady thanked the Board for their continued support.

PUBLIC INPUT

Motion to enter into public portion was made by Commissioner Dunne and seconded by and seconded by Vice Chairman Dyer.

Ms. Sally Smedile, Forge Pond resident reported that the community room television is not working. Mr. Naszimento said that this is the first he is hearing about this and he will call Comcast to trouble shoot.

Ms. Lydia Schroeder, Forge Pond resident said that the elevator broke down while she was in it and she used the emergency phone which was very difficult to hear on. Mr. Naszimento said he would call the Elevator Company to test and service the phone.

There was a brief discussion regarding the schedule of meeting dates for the upcoming year. Ms. Nicholson said she will email out the proposed dates for the Board to approve at the July meeting.

Motion to close the public portion of the meeting was made by Vice Chairman Dyer and seconded by Commissioner Linkin. Upon roll call, all Commissioners voted "Aye".

ELECTION OF OFFICERS/RE-ORGANIZATIONAL

Chairman Jamel turned the meeting over to the Attorney to hold the re-organizational meeting.

For the office of Chairperson, Mr. Brady opened the floor for nominations.

Commissioner Dunne nominated Commissioner Dyer for the position of Chairperson. Commissioner Linkin seconded the nomination.

Commissioner Russell nominated Commissioner Jampel for the position of Chairperson. Commissioner Dyer seconded the nomination.

Commissioner Russell made a motion to close nominations and Commissioner Linkin seconded that motion. The Board indicated "Aye" to close nominations for Chairperson.

Upon roll call, for Commissioner Jampel to be elected as Chairman, Commissioners Russell, Linkin, Mammano, Dunne, and Dyer voted "Aye". Commissioner Jampel abstained.

Chairman Jampel thanked every everyone and assumed the chair to open the floor for nominations for Vice Chairperson.


Commissioner Russell nominated Commissioner Dyer for the position of Vice Chairperson and Commissioner Mammano seconded the nomination.

Commissioner Russell moved to close nominations and Commissioner Mammano seconded. The Board indicated "Aye" to close nominations for Vice Chairman.

Upon roll call for the nomination of Commissioner Dyer as Vice Chairman, Commissioners Russell, Mammano, Linkin, Dunne and Chairman Jampel voted "Aye" Commissioner Dyer abstained.

Adjournment:

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Russell and seconded by Commissioner Mammano. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 7:31 PM.



Jacob C. Naszimento,
Executive Director/Secretary