

MINUTES
Regular Meeting
February 28, 2022

The regular meeting of the Housing Authority of the Township of Brick was held on February 28, 2022 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 all those in need of prayer both personally and also for world events.

Upon Roll Call those present were:

Commissioner Russell	Commissioner Oliver
Commissioner Linkin	Commissioner Dunne
Commissioner Mammano	Chairman Jampel

Also present were Jacob Naszimento, Executive Director and Terry Brady, Board Attorney, Tom Furlong, BHA Accountant, and Rich Larsen, Auditor.

Absent from the meeting was Vice Chairman Dyer.

APPROVAL OF MINUTES

Motion to approve the open session minutes from the Board of Commissioners meeting held on January 31, 2022 was made by Commissioner Linkin and seconded by Commissioner Russell. Upon roll call, Commissioners Russell, Mammano, Oliver, Linkin, and Chairman Jampel voted "Aye". Commissioner Dunne abstained.

EXECUTIVE DIRECTOR REPORT

The Executive Director read his monthly report to commissioners and residents in attendance.

TREASURER'S REPORT

Mr. Tom Furlong, BHA Accountant read the treasurers report for those present. Motion to approve Section 8 payment checks #31279 through #31303 and Direct Deposit payments #3898 through #3979, BHA operating payment checks #26289 through #26291, BHDCD RAD Operating Payment Checks #2133 through #2170, tenant security refund checks #107 through #1111, was made by Commissioner Mammano and seconded by Commissioner Linkin. Upon roll call, Commissioners Russell, Mammano, Oliver, Linkin, and Chairman Jampel voted "Aye". Commissioner Dunne abstained.

OLD BUSINESS

No old business to discuss

NEW BUSINESS

Resolution #2022-1 certifying review and authorizing submission of the Annual Independent Audit to the Local Finance Board of the State of New Jersey.

Chairman Jampel noted that the Finance Committee met with the Accountant and Auditor to discuss the Audit for FYE June 30, 2021. He then introduced Rich Larsen from the firm Novogradic & Company. Mr. Larsen discussed the three areas that comprise the Audit. First being the audit of financial, then compliance and lastly internal control all of which had no findings and he gave an unmodified opinion. He also stated the Brick Housing Authority has very good liquidity, compliance and the internal control is done extremely well at the authority, thanks to the staff. He was happy to give an unmodified opinion with no findings, which he explained is the highest opinion given. Commissioner Russell who is on the Finance Committee said she was very proud of the excellent job that the staff did and she thanked Mr. Larsen and Tom Furlong for the work they provided. Chairman Jampel also thanked the staff and the professionals for keeping everything seamless. Motion to certify review and authorize submission of the Annual Independent Audit to the Local Finance Board of the State of New Jersey was made by Commissioner Russell and seconded by Commissioner Linkin. Upon roll call, Commissioners Russell, Mammano, Oliver, Linkin, and Chairman Jampel voted "Aye". Commissioner Dunne abstained.

Resolution #2022-2 authorizing the payment of accrued sick leave benefits to certain employees.

Motion to discuss this resolution was made by Commissioner Mammano and seconded by Commissioner Russell. Mr. Naszimento cited the portion of the Collective Bargaining Agreement which pertains to this resolution. Commissioner Mammano said the Personnel Committee met to discuss this matter. She noted although the Board appreciates that employees show up for work and do not abuse their sick time, the actual policy that pertains to this needs to be revised and more clarification needs to be put in place before the Board approves a payment of accrued sick leave. Chairman Jampel added that the Collective Bargaining Agreement is up for negotiations this year therefore it's a perfect time to add clarity to the portion of the agreement that pertains to this. With motion to discuss already made, Chairman Jampel asked for a roll call. Upon roll call, Commissioners Russell, Mammano, Oliver, Linkin, and Chairman Jampel voted "NO". Commissioner Dunne abstained.

Resolution #2022-3 authorizing the full-time employment of Holly Cwiklinski as project-based voucher coordinator.

Mr. Naszimento discussed the retirement of the full time section 8 coordinator, Ginger Meagher. After reviewing how many vouchers are distributed between Section 8 and Project Based programs it makes more sense to have a full time Project Based Coordinator. He explained how Section 8 currently only has 166 vouchers whereas project based has 266. After careful review and discussions with the Personnel Committee he recommends a full time project based coordinator instead of filling the full time position of the section 8 coordinator. He explained how distributing the section 8 work will be divided amongst the part time section 8 coordinator and himself. Commissioner Linkin on behalf of the personnel committee also made a recommendation to hire Holly Cwiklinski as full time project based coordinator. Upon roll call, Commissioners Russell, Mammano, Oliver, Linkin, and Chairman Jampel voted "Aye". Commissioner Dunne abstained.

PUBLIC INPUT

Motion authorizing the Board to enter into public session was made by Commissioner Linkin and seconded by Commissioner Mammano. The meeting was open to the public at 6:55PM to discuss any concerns they may have. Upon roll call, Commissioners Russell, Mammano, Oliver, Linkin, and Chairman Jampel voted "Aye". Commissioner Dunne abstained.

Ms. Ann Selk, David Fried said that prior to COVID there was talk about all the residents of David Fried getting new stoves and she asked if this was still going to happen. Mr. Naszimento said to answer your question yes, David Fried residents will be getting new stoves and he will call and discuss this with her tomorrow.

Ms. Elsie Cronin, Forge Pond said that people are smoking in the hallways and common areas of the building as well as under the awnings. Mr. Naszimento said he will review the cameras and if anyone is observed smoking inside of our buildings they will receive a letter to cease and a visit from the Fire Marshall if necessary.

All residents in attendance via Facebook congratulated Holly Cwiklinski on her full time position at the Brick Housing Authority.

Motion to close the public portion of the meeting was made by Commissioner Russell and seconded by Commissioner Mammano. Upon roll call, Commissioners Russell, Mammano, Oliver, Linkin, and Chairman Jampel voted "Aye". Commissioner Dunne abstained. The meeting was closed to the public at 7:05PM.

Adjournment:

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Oliver and seconded by Commissioner Linkin. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 7:07PM.



Jacob C. Naszimento,
Executive Director/Secretary