

MINUTES
Regular Meeting
July 11, 2022

The regular meeting of the Housing Authority of the Township of Brick was held on July 11, 2022 at 6:30 at the David Fried Community Room. This is the June meeting that was rescheduled.

Commissioner Russell was asked to chair the meeting since both the Chairman and Vice Chairman were attending the meeting virtually. The meeting was called to order by Commissioner Russell at 6:30 PM.

The meeting began with the reading of the Sunshine Law statement.

Upon Roll Call those present were:

Commissioner Russell	Commissioner Oliver
Commissioner Dunne	Vice Chairman Dyer (virtual)
Commissioner Linkin	Chairman Jampel (virtual)
Commissioner Mammano (virtual-signed on 6:37pm)	

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

Commissioner Russell asked for a moment of silence for those in need.

APPROVAL OF MINUTES

Motion to approve the open session minutes from the Board of Commissioners meeting held on May 23, 2022 was made by Commissioner Linkin and seconded by Commissioner Dune. Upon roll call, all Commissioners Russell, Dunne, Linkin, Mammano, Oliver and Chairman Jampel voted "Aye". Vice Chairman Dyer abstained because he did not attend the meeting.

EXECUTIVE DIRECTOR REPORT

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

TREASURER'S REPORT

Vice Chairman Dyer read the treasurers report for those present.

Motion to approve Section 8 payment checks #31373 through #31394 and Direct Deposit payments #4232 through #4317, BHA operating payment checks #26303 through #26307, BHCDC RAD Operating Payment Checks #2265 through #2293, and Tenant service account check #3184, was made by Commissioner Dunne and seconded by Commissioner Oliver. Upon roll call, all Commissioners voted "Aye".

OLD BUSINESS

No old business to discuss.

NEW BUSINESS

Resolution #2022-4 Adopting the 2022/2023 Annual Budget.

Motion to adopt the 2022/2023 Annual Budget was made by Commissioner Linkin and seconded by Commissioner Oliver. Upon roll call, all Commissioners voted "Aye".

Resolution #2022-5 Authorizing the write off of accounts receivable for prior tenants who ceased tenancy with amounts still due to the Authority.

Mr. Naszimento discussed with those in attendance that this is done annually when we close out our year end books. Motion to authorize the write off of accounts receivable for prior tenants who ceased tenancy with amounts still due the Authority was made by Vice Chairman Dyer and seconded by Commissioner Oliver. Upon roll call, all Commissioners voted "Aye".

Resolution #2022-6 Adopting the 2022 Housing Choice Voucher Program Administrative Plan.

Mr. Naszimento explained that housing authorities should review and update their Housing Choice Voucher plan every couple of years accordingly. Since the Brick Housing Authority converted over to RAD the HCV Plan needed to be updated to incorporate the language that refers to the RAD Program. Commissioner Russell asked Mr. Brady if he reviewed the changes to the Plan. Mr. Brady said yes, he has worked with Mr. Naszimento to make sure our plan is compliant. Motion to adopt the 2022 Housing Choice Voucher Program Administrative Plan was made by Commissioner Linkin and seconded by Commissioner Mammano. Upon roll call, all Commissioners voted "Aye".

Resolution #2022-7 Authorizing the installation of bus shelters along Chambers Bridge Road at Ovation Way.

Mr. Naszimento said that attached to the resolution you will see the letter that was sent from the Brick Township Administrator outlining their desire to install bus shelters along Chambers Bridge Road specifically one our property next to ovation way. Chairman Jampel thanked the Brick Township Administration and the Town Council for these enhancements. Motion authorizing the installation of bus shelters along Chambers Bridge Road at Ovation Way was made by Commissioner Oliver and seconded by Commissioner Linkin. Upon roll call, all Commissioners voted "Aye".

NEW BUSINESS

Resolution #2022-8 Authorizing execution of a contract for Fee Accountant Services for the period July 1, 2022 through June 30, 2023.

Mr. Naszimento noted there was only one proposal received for Fee Accountant. Motion authorizing execution of a contract for Fee Accountant Services for the period 7/1/22 through 6/30/23 to Tom Furlong, CPA in the amount of \$26,400.00 was made by Commissioner Oliver and seconded by Vice Chairman Dyer. Upon roll call, all Commissioners voted "Aye".

Resolution #2022-9 Authorizing execution of a contract for Independent Audit Services for the FYE June 30, 2022.

Mr. Naszimento noted there was only one proposal received for Independent Audit. Motion authorizing execution of a contract for Independent Audit Services for the FYE June 30, 2022 to Novogradic and Company in the amount of \$12,350.00 was made by Commissioner Oliver and seconded by Commissioner Dunne. Upon roll call, all Commissioners voted "Aye".

Resolution #2022-10 Authorizing execution of a contract for General Legal Services for the period July 1, 2022 through June 30, 2023.

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 Vice Chairman Dyer. Mr. Naszimento said there were two bid proposals received and after review with the contract and bid committee, the firm of Brady & Kunz was the lowest responsible bidder. Chairman Jampel thanked Mr. Brady for his continued professionalism. Mr. Brady thanked the Board and staff for their confidence and support.

PUBLIC INPUT

Motion to open the meeting to the public for comment was made by Commissioner Oliver and seconded by Commissioner Linkin. Upon roll call, all Commissioners voted "Aye".

Commissioner Russell ask those in attendance if they had any comments or concerns.

Several residents in Forge Pond express their concern regarding the bed bugs and the sanitation cleaning around the common areas of the building. Mr. Naszimento said that as soon as reports of bed bugs in units are reported the exterminator is scheduled immediately. He also noted that on Friday, July 15, 2022 the exterminators will be onsite to answer questions pertaining to the treatment of this issue.

Mr. Clancy, David Fried resident said that he finds several cigarette butts outside his building and along the parking lot near his car. He also asked that access to the community room at David Fried be provided to the residents at that complex so that they could sit in there after hours and also gain access to the laundry card machine to add money if needed. Mr. Naszimento said he will discuss with the Building and Grounds committee.

Ms. Ann Selk, David Fried said her neighbor left a lot of stuff in the vestibule in her building and that could be a potential fire hazard.

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

Resolution #2022-11 authorizing the meeting be closed to the public for the purpose of discussing and/or reviewing matters exempt under the open public meetings act; specifically, for the purpose of discussing contract negotiations with Transport Workers Union; Action may or may not be taken upon return to regular open session.

Motion to close the meeting to the public was made by Commissioner Dunne and seconded by Commissioner Linkin. Upon roll call, Commissioners Mammano, Dunne, Oliver, Linkin, Vice Chairman Dyer and Chairman Jampel voted "Aye". Commissioner Russell abstained and excused herself from the closed session meeting due to a conflict of interest.

The meeting was closed to the public at 7:32PM.

Motion to open the meeting to the public was made by Commissioner Oliver and seconded by Commissioner Linkin. Upon roll call all Commissioners voted "Aye"

The meeting was opened to the public at 7:46PM.

ELECTION OF OFFICERS/RE-ORGANIZATIONAL

Chairman Jampel 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 Russell nominated Commissioner Jampel for the position of Chairperson. Commissioners Linkin 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, Commissioner Russell, Linkin, Dunne, Mammano and Dyer voted "Aye". Commissioner Jampel abstained and thanked the Board.

Mr. Brady opened the floor for nominations for Vice Chairperson.

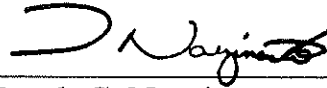
Commissioner Russell nominated Commissioner Dyer for the position of Vice Chairperson. Commissioner Linkin seconded the nomination.

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

Upon roll call for Commissioner Dyer to be elected as Vice Chairman was made by Commissioner Russell and seconded by Commissioner Linkin. Upon roll call, Commissioners Russell, Mammano, Dunne, Linkin, Oliver 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 Oliver and seconded by Commissioner Linkin. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 7:57PM.



Jacob C. Naszimento,
Executive Director/Secretary