

**MINUTES**  
**Regular Meeting**  
**February 26, 2024**

The regular meeting of the Housing Authority of the Township of Brick was held on February 26, 2024 at 6:30pm at the George Conway Community Room.

The meeting was called to order by Vice Chairman Dyer at 6:30 PM.

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

**Upon Roll Call those present were:**

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

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

After the salute to the Flag, there was 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 January 29<sup>th</sup> was made by Commissioner Linkin and seconded by Commissioner Mammano. Minutes were approved by unanimous consent.

Chairman Jampel was not present for initial roll call and passing of the minutes, however he did arrive to the meeting at 6:33PM and resumed the meeting.

**EXECUTIVE DIRECTOR REPORT**

The Executive Director read his report for those in attendance. Mr. Naszimento highlighted completed and future projects around the complex including the Elevator repairs. Chairman Jampel was curious what kind of elevators do we have and noted that Dover elevator parts are hard to come by now.

## **TREASURER'S REPORT**

Vice Chairman Dyer read the treasurer's report for those in attendance.

Motion to approve the Section 8 payment checks #31733 through #31750 and direct deposit #5898 through #5975, BHA operating payment checks #26389 through #26393, RAD Operating payment checks #2887 through #2918, Tenant Security account payment check #157 was made by Commissioner Dunne and seconded by Commissioner Linkin. Payment vouchers were approved unanimous consent.

## **OLD BUSINESS**

No old business to discuss.

## **NEW BUSINESS**

- **Resolution #2024-4** adopting new employment reference and protection & safe treatment of minors policies, and amending the HATB personnel policies and procedures manual to include the same pursuant to the requirements of the Municipal Excess Liability Joint Insurance Fund for employment practices liability coverage.

Motion to adopt resolution #2024-4 was made by Commissioner Mammano and seconded by Commissioner Russell. Mr. Brady explained from time to time the Municipal Excess Liability Joint Insurance Fund makes recommended changes to the Personnel Policy. He reviewed the current one to the recommended changes and attached them to the resolution for review. Upon roll call, all Commissioners voted "Aye".

- **Resolution #2024-5** adopting a policy for the distribution of notices of information from relevant outside agencies.

Motion to adopt resolution #2024-5 was made by Commissioner Dunne and seconded by Commissioner Linkin. Chairman Jampel explained that this was a resolution that was tabled last month, so that the policy committee could meet and discuss. Commissioner Mammano added that policy committee discussed options on how to relay to our residents that the Brick Housing Authority does not specifically endorse any materials distributed by outside vendors within the premises. It was decided by the policy committee that a Disclaimer Form attached to the resolution will be signed by all new residents and current residents upon completion of their recertification. Upon roll call, all Commissioners voted "Aye".

Chairman Jampel asked Mr. Naszimento to look into purchasing "E-Readers" for each Commissioner to be used at the Board Meetings. He explained that the agenda and supporting documents be downloaded in lieu of paper copies so as to reduce the waste paper.

### **PUBLIC INPUT**

Motion to enter into Public Input was made by Commissioner Mammano and seconded by Commissioner Linkin. The meeting was open to the public at 6:49PM.

Ms. Judy Henry, George Conway resident thanked Mr. Naszimento and the Board for the new blinds in the Community Room, however she was unsure how to move them up and down. Ms. Henry and all in attendance were shown how to move the blinds up and down. It was also requested by Ms. Henry that the walls in the community room be painted. Mr. Naszimento said he will put on the list.

Ms. Frances Staret, George Conway resident thanked the HATB for their ongoing efforts with the pedestrian walkways and signage around the complex. Ms. Jennifer Stewart, George Conway resident also mentioned there should be consideration to put a crosswalk out by the front door also. Mr. Naszimento thanked Ms. Staret and Jennifer for the input and he said that we are continuing parking lot and complex improvements in the near future.

Ms. Angela Bardi, Forge Pond resident wanted to inform the Board and Mr. Naszimento said it's been very quiet in her building.

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

**Adjournment:**

There being no further business to be brought before the Commissioners, motion to adjourn was made by Vice Chairman Dyer and seconded by Commissioner Linkin. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 6:55 PM.



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Jacob C. Naszimento,  
Executive Director/Secretary