

MINUTES
Regular Meeting
March 25, 2024

The regular meeting of the Housing Authority of the Township of Brick was held on March 25, 2024 at 6:30pm at the Forge Pond Community Room.

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

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

Upon Roll Call those present were:

Commissioner Russell	Commissioner Mammano (via zoom)
Commissioner Oliver	Chairman Jampel
Commissioner Linkin	

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

Commissioner Dunne and Vice Chairman Dyer were absent.

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 February 26th was made by Commissioner Linkin and seconded by Commissioner Russell. Upon roll call, Commissioners Russell, Linkin, Mammano and Chairman Jampel voted "Aye". Commissioner Oliver abstained because she was not present for the February meeting.

EXECUTIVE DIRECTOR REPORT

The Executive Director read his report for those in attendance. Chairman Jampel added that he and Mr. Naszimento have been working on two nonprofits on two different subject opportunities. One is working with Monarch a nonprofit that helps foster children find quality living once they age out of the foster system. The other is a nonprofit for Veteran Housing Units. Once all the details are finalized it will be brought before the Board for a discussion and vote.

TREASURER'S REPORT

In the absence of Vice Chairman Dyer, Mr. Furlong, accountant for the BHA read the treasurer's report for those in attendance.

Motion to approve the Section 8 payment checks #31751 through #31769 and direct deposit #5976 through #6055, BHA operating payment checks #26394 through #26397, RAD Operating payment checks #2919 through #2945, Tenant Security account payment check #158, Tenant Services payment check #3206 was made by Commissioner Oliver and seconded by Commissioner Linkin. Payment vouchers were approved unanimous consent.

OLD BUSINESS

Chairman Jampel thanked Mr. Naszimento for the purchase of the E-Readers and mentioned that this will save on paper since the Board Packets are now going to be downloaded on each tablet prior to meetings.

NEW BUSINESS

- **Resolution #2024-6** certifying review and authorizing submission of the Annual Independent Audit to the local finance board of the State of New Jersey.

Chairman Jampel introduced Mr. Rich Larsen, Auditor for the firm Novogradic & Company. Mr. Larsen met with the finance committee to discuss the three reports in the audit: financials, compliance, and internal control. He emphasized that the Authority demonstrated excellent liquidity, compliance, and internal control. Importantly, there was no findings, and he provided an unmodified opinion, the highest possible rating. Mr. Larsen expressed gratitude to the staff for their cooperation and professionalism. Commissioner Russell extended her thanks to Mr. Larsen and the Housing Authority team for their diligent work. The motion to certify the review and authorize submission of the Annual Independent Audit to the local finance board of the State of New Jersey was proposed by Commissioner Linkin and seconded by Commissioner Russell. Upon roll call, all Commissioners voted "Aye".

- **Resolution #2024-7** approving introduction of the 2024/2025 Annual Budget.

Tom Furlong, Authority's Fee Accountant was in attendance to present the Authority's 6/30/2025 State budget. The budget was reviewed in detail at the Authority's Finance Committee meeting held on March 18th. The budget will be introduced at this meeting and sent to NJDCA for their review and suggested changes. Upon return the Authority will adopt at their May meeting. Budget calls for a surplus of \$563,128 an increase on \$50,290 from the prior year. Increases in revenue include dwelling rent and interest income. Increase in expenses include salaries (3.5%) insurance, and employee benefits. With the addition of this surplus Authority's operating reserves are \$2.8K. Commissioner Russell thank Mr. Furlong for his explanation and for always being available to answer questions. Motion to approve the introduction of the 2024/2025 Annual Budget was made by Commissioner Russell and seconded by Commissioner Linkin. Upon roll call, all Commissioners voted "Aye".

PUBLIC INPUT

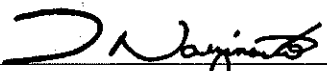
Motion to enter into Public Input was made by Commissioner Linkin and seconded by Commissioner Oliver. The meeting was open to the public at 6:55PM.

Ms. Judy Henry, George Conway resident thanked Mr. Naszimento and the Board for the new fans that were installed in George Conway and she wished everyone a Happy Easter.

Motion to close the public portion was made by Commissioner Linkin and seconded by Commissioner Oliver. 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 Commissioner Russell and seconded by Commissioner Linkin. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 7:00 PM.



Jacob C. Naszimento,
Executive Director/Secretary