

MINUTES
Regular Meeting
JUNE 24, 2024

The regular meeting of the Housing Authority of the Township of Brick was held on June 24, 2024 at 6:30pm at the David Fried 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 (via zoom)	Commissioner Mammano (via zoom)
Commissioner Oliver	Chairman Jampel
Commissioner Linkin	

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

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 May 20, 2024 was made by Commissioner Linkin and seconded by Commissioner Oliver. Minutes were approved by unanimous consent.

EXECUTIVE DIRECTOR REPORT

Mr. Naszimento read his report for those present. Chairman Jampel asked Mr. Naszimento if he will be speaking with the residents prior to rolling out the new requirements in regards to HOTMA? Mr. Naszimento said absolutely, and that it is a requirement to do so.

TREASURER'S REPORT

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

Motion to approve the Section 8 payment checks #31802 through #31819 and direct deposit #6218 through #6297, BHA operating payment checks #26408 through #26414, RAD Operating payment checks #3004 through #3034, was made by Commissioner Linkin and seconded by Commissioner Oliver. Payment vouchers were approved unanimous consent.

OLD BUSINESS

There was a discussion regarding a prior request from resident, Judy Henry for the BHA to host a 4th of July BBQ party, it was decided that the Tenants Association will host the party and the BHA will donate pizzas for another event in the future. Mr. Naszimento took the opportunity to remind the Board and the residents in attendance that residents are not allowed to BBQ anywhere on our property as per recommendation by our insurance carrier. Ms. Constantine Reynolds, a resident from David Fried asked if they could use electric grills. Mr. Naszimento said he will contact the insurance company for their opinion and if an electric grill is an acceptable alternative. Chairman Jampel also asked for a status update to other old business from last month's meeting. Mr. Naszimento said he is still reviewing those matters and will update the Board by next meeting.

NEW BUSINESS

Chairman Jampel polled the Board to see if any of the resolutions needed to go into closed session to discuss. All Board members agreed to discuss in public session.

- **Resolution #2024-12** authorizing write off of account receivable for prior tenants who ceased tenancy with amounts still due to the Authority.

Motion to authorize write off of account receivable for prior tenants who ceased tenancy with amounts still due to the Authority was made by Commissioner Oliver and seconded by Commissioner Linkin. Commissioner Linkin asked if we pursue these amounts with a collection agency. Mr. Naszimento said no, but he will ask our Accountant if we can do so if that is the Boards wishes. Chairman Jampel asked that Mr. Naszimento speak with the Accountant about that. Upon roll call, all Commissioners voted "Aye".

- **Resolution #2024-13** authorizing execution of a contract for Fee Accountant Services for the period July 1, 2024 through June 30, 2024.

Mr. Naszimento said we received one bid proposal from Thomas Furlong & Associates in the amount of \$28,500 for the period July 1, 2024 through June 30, 2024 and noted it has increased \$900.00 from the prior year. Motion to award contract for Fee Accountant Services to Thomas Furlong & Associates was made by Commissioner Oliver and seconded by Commissioner Linkin. Upon roll call, all Commissioners voted “Aye”.

- **Resolution #2024-14** authorizing execution of a contract for Independent Audit Services for the fiscal year ending June 30, 2024,

Mr. Naszimento said we received one bid proposal from Novogradic & Company in the amount of \$13,180 for the period July 1, 2024 through June 30, 2024 and noted it has increased \$380.00 from the prior year. Motion to award contract for Independent Audit to Novogradic and Company was made by Commissioner Linkin and seconded by Commissioner Oliver. Upon roll call, all Commissioners voted “Aye”.

- **Resolution #2024-15** authorizing execution of a contract for General Legal Services for the period July 1, 2024 through June 30, 2024.

Mr. Naszimento said that we received two bid proposals for General Legal Services. One was our current Attorney Firm Brady & Kunz and the second was from Marmero Law, LLC. After reviewing both bids with the Contract and Bid Committee, Marmero Law, LLC only had an hourly rate with no retainer amount which is what our proposal asked for, therefore this was an incomplete bid. Motion to award contract for General Legal Services to the firm Brady & Kunz was made by Commissioner Linkin and seconded by Commissioner Oliver. Upon roll call, all Commissioners voted “Aye”.

Chairman Jampel thanked Mr. Brady for his continued professionalism. Mr. Brady thanked the Board for the continued support.

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 7:02PM.

Ms. Judy Henry, George Conway asked if anyone in attendance would like to buy a raffle ticket for a basket of goodies that benefits future events that the Tenants Association has. She also thanked the Board for all they do and she looks forward to the next BHA hosted party.

Ms. Constantine Reynolds, David Fried resident thanked Mr. Naszimento for meeting with her and for all the improvements he has planned for David Fried.

Ms. Susan Conner, David Fried introduced herself to everyone in attendance and said she is an environmentalist. She handed out business cards to everyone and asked if anyone is interested in speaking with her about the environment she welcomes all to contact her.

Ms. Janet Moore, David Fried resident reported that the flooring in George Conway "C" wing is lifting again. Mr. Naszimento said he will look into it.

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

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 Linkin nominated Commissioner Jampel for the position of Chairperson. Commissioner Oliver seconded the nomination.

Commissioner Oliver made a motion to close the nominations for Chairperson and Commissioner Linkin seconded. Upon roll call, Commissioners Russell, Mammano, Oliver and Linkin voted "Aye". Commissioner Jampel abstained.

Re-Organizational continued...:

Chairman Jampel opened the floor for nominations for Vice Chairperson.

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

Commissioner Linkin made a motion to close nominations for Vice Chairperson and Commissioner Oliver seconded. Upon roll call, Commissioners Russell, Mammano, Oliver, Linkin and Chairman Jampel voted "Aye".

Adjournment:

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



Jacob C. Naszimento,
Executive Director/Secretary