

MINUTES
Regular Meeting
MARCH 30, 2026

The regular meeting of the Housing Authority of the Township of Brick was held on Monday, March 30, 2026, 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 Linkin	Chairman Jampel
Commissioner Oliver	
Commissioner Russell	

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

Commissioner Dunne and Vice Chairman Dyer were absent.

Following the Salute to the Flag, the Board observed a moment of silence in memory of Judy Henry, President of the George Conway Tenants Association, and a devoted attendee of our monthly meetings. Ms. Henry passed away earlier this winter. As this was our first meeting of the new year—delayed due to inclement weather—the Chairman asked all present to reflect on her commitment to the community, her generous spirit, and the laughter she brought to every gathering. Her presence will be sincerely missed.

APPROVAL OF MINUTES

A motion to approve the open session minutes from the Board of Commissioners meeting held on November 24, 2025, was made by Commissioner Linkin, and seconded by Commissioner Russell. Upon roll call, Commissioners Linkin, Russell, and Chairman Jampel voted “Aye”. Commissioner Oliver abstained.

A motion to approve the closed session minutes from the Board meeting held on November 24, 2025, was made by Commissioner Linkin, and seconded by Chairman Jampel. Upon roll call, Commissioner Linkin, and Chairman Jampel voted “Aye”. Commissioners Oliver and Russell abstained.

EXECUTIVE DIRECTOR REPORT

Mr. Naszimento presented the Executive Director’s Report to the Board. During the discussion, Chairman Jampel inquired about the NSPIRE inspection standards, specifically the requirement for smoke detectors to be installed inside bedrooms. Mr. Naszimento confirmed that under the NSPIRE protocol, smoke alarms are required in each sleeping area. He further clarified that while state or local fire codes may differ in certain respects, HUD’s NSPIRE standards must be followed for federal compliance and inspection purposes.

TREASURER'S REPORT

Chairman Jampel read the treasurer's report for those in attendance. Motion to approve the Section 8 payment checks #32236 through #32343 and direct deposit #7568 through #7863, BHA operating payment checks #26494 through #26514, RAD Operating payment checks #3562 through #3687, Tenant Services payments checks #3238 through #3242, Tenant Security Refund payment checks #190 through #193, was made by Commissioner Linkin and seconded by Commissioner Russell. Upon roll call, all Commissioners voted "Aye."

OLD BUSINESS

Mr. Naszimento provided an update on the status of the Foster Youth to Independence (FYI) program and the associated vouchers awarded to the agency for administration. He also informed the Board that, following the request made several months ago regarding parking concerns at Forge Pond, he and the Maintenance Director met with the town's engineering staff to review and evaluate site plans and discuss next steps, including potential review by the Planning Board, for a future redesign of the parking lot. The agency continues to actively explore solutions. Mr. Naszimento further reported that four abandoned vehicles have been removed from the property. In response to a question from Commissioner Linkin regarding ownership of the abandoned vehicles, he explained that they belonged to former residents who had either passed away or moved out, leaving the vehicles on-site for several months. He also noted that a letter regarding parking was included in his Executive Director's report.

NEW BUSINESS

- **Resolution 2026-1 certifying review and authorizing submission of the annual independent audit to the local finance board of the State of New Jersey.**

Commissioner Oliver moved to certify the review and authorize submission of the Annual Independent Audit to the Local Finance Board of the State of New Jersey. Commissioner Linkin seconded the motion. Chairman Jampel then introduced Rich Larsen, Auditor with Novogradac & Company, who met with the Finance Committee to present the three audit reports—Financial Statements, Compliance, and Internal Controls. Mr. Larsen reported that the audit resulted in no findings and issued an unmodified opinion, the highest level of assurance. He expressed his appreciation to the staff for their cooperation and professionalism throughout the audit process. Following the motion, all Commissioners voted "Aye."

- **Resolution 2026-2 appointing Jacob Naszimento as FUND Commissioner to the New Jersey Joint Insurance Fund (JIF)**

A motion was made by Commissioner Russell, seconded by Commissioner Linkin, to appoint Mr. Naszimento as the Housing Authority's FUND Commissioner to the New Jersey Joint Insurance Fund (NJJIF), which is done on an annual basis. Mr. Naszimento noted that this designation makes him the primary point of contact for all insurance-related matters on behalf of the Authority. Upon roll call, all Commissioners voted "Aye."

- **Resolution 2026-3 approving the Civil Rights Certification (Form HUD-50077-CR)**

Commissioner Linkin moved to approve the Civil Rights Certification (Form HUD-50077-CR), with Commissioner Oliver seconding the motion. Chairman Jampel asked Mr. Naszimento to provide additional context, and Mr. Naszimento explained that the certification is required annually to confirm the Housing Authority's compliance with all Federal Civil Rights Laws and nondiscrimination requirements, including those applicable under RAD. Upon roll call, all Commissioners voted "Aye."

PUBLIC INPUT

A motion to open the meeting to the public was made by Commissioner Linkin and seconded by Commissioner Russell. The meeting was opened to the public at 6:40PM.

Residents from all three buildings expressed concerns regarding the handling of the recent snowstorms, including where the snow was piled and the number of days that handicap ramps and accessible parking spaces remained blocked.

Tracy Edmunds, a resident of Forge Pond, asked whether residents are permitted to park in the area marked with blue lines and whether that space could be converted into an additional parking spot. Mr. Naszimento explained that this is not permitted, noting that the Supervising Road Inspector from the Engineering Department previously reviewed and approved the current parking layout when the lot was last re-stripped.

John Bigley, a resident of George Conway, reported that the exhaust vents and fans in the B Wing have not been functioning and stated that he submitted a work order approximately two months ago. Mr. Naszimento responded that this was the first time he was hearing of the issue and that he would follow up with the Maintenance Department.

Chairman Jampel thanked all residents for their comments. A motion to close the public portion of the meeting was made by Commissioner Linkin and seconded by Commissioner Russell. Upon roll call, all Commissioners voted "Aye," and the public portion was closed at 7:13 PM.

Closed Session:

- Resolution 2026-4 authorizing the meeting to be closed to the public for the purpose of discussing and/or reviewing specific current employee. Action may or may not be taken upon return to regular open session.

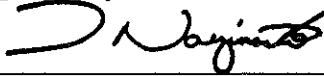
Motion to close the meeting to the public to discuss Nancy Nicholson, Clerk Typist was made by Commissioner Linkin and seconded by Commissioner Russell. Upon roll call all Commissioner voted "Aye". The meeting was closed to the public at 7:15PM.

Motion to Resume open session was made by Commissioner Linkin and seconded by Commissioner Russell. The meeting was open to the public at 7:45PM

- Resolution 2026-5 Request by employee to receive pay-out of some accumulated sick time. Motion regarding resolution 2026-5 was made by commissioner Linkin and seconded by Commissioner Russell. Upon roll call, all Commissioners voted "NAY".

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 7:57PM.



Jacob C. Naszimento,
Executive Director/Secretary