

Administration Building

125 Chestnut Street, Boonton, NJ 07005

Regular Board Meeting

AGENDA

WEDNESDAY, JULY 26, 2017



Regular Board Meeting
Housing Authority of the Town of Boonton

Board of Commissioners
125 Chestnut Street, Boonton, NJ 07005

CALL MEETING TO ORDER

The meeting will be called to order at 7:00PM at the Administration Building, 125 Chestnut Street,

Boonton, NJ 07005

ROLL CALL

Amjad Rashid, Chairperson

Ginny Dolce, Vice Chairperson

Stephen F. Stross, Jr., Commissioner

Paul Nevadomski, Commissioner

Lynn Schinman, Commissioner

Mildred Ariemma, Commissioner

Leonardo Moyoli, Jr, Commissioner.

OTHERS PRESENT

Sherry Sims; Terrence Corriston, Attorney;

ADEQUATE NOTICE

Chairperson's Statement: Adequate Notice of Meeting Pursuant to the requirement of the Open

Meetings Act, I announce and direct the Secretary of the Boonton Housing Authority Board of

Commissioners to enter the minutes of this meeting an accurate statement to the effect that:

"Notice of the meeting has been provided by filing a Notice of this meeting with the Town of

Boonton Town Hall, by posting a Notice of this meeting on the bulletin board of the Boonton Housing

Authority's Riverview Apartments, the Administration Building, and by publication of this Notice in in

the Daily Record on January 12, 2017 and in the Citizen of Morris County Newspaper on January 12,

2017 for the new calendar year of 2017.

COMMENTS FROM THE PUBLIC ON AGENDA ITEMS ONLY:

During the Board meeting, the Boonton Housing Authority offers members of the public an opportunity to address issues regarding the operation of the Authority. The Board reminds those individuals who take this opportunity to identify themselves by name and address, and to limit their comments to items on the agenda and/or items directly related to the operation of the Authority.

MINUTES

BE IT RESOLVED THAT, the Board of Commissioners of the Housing Authority of the Town of Boonton approved the Minutes for February 2017 and April 2017 and tabled the minutes for November 2016 and January 2017. The meetings of March May and , June, 2017 were cancelled.

APPROVAL OF THE MONTHLY SCHEDULE OF VOUCHERS/BILLS

WHEREAS, the vouchers/bills which are due for payment on the capital fund program, the BHA Management Program and the Section 8 Housing Choice Voucher program have been approved by the Board of Commissioners for the month(s) April May and June 2017.

CORRESPONDENCE

Nothing

OLD BUSINESS

NEW BUSINESS

PHAS Final Score : Standard Performer 2017

FSS Recruitment Meeting – August 3, 2017 @ Chestnut Street – see flyer
Awaiting NOFA notification to apply for FSS Grant
First resident meeting on RAD with residents at Riverview was 7/18/2017 –

RESOLUTIONS - See Attachments

Resolution 1951

Resolution 1952

Resolution #1956

Resolution #1957

Resolution #1958

Resolution 1959

Resolution 1960

Resolution 1961

Resolution 1962

Resolution 1963

Resolution 1964

Resolution 1965

Resolution 1966

COMMENTS FROM THE PUBLIC

There was no comment from the public.

ADJOURNMENT

Administration Building

125 Chestnut Street, Boonton, NJ 07005

Regular Board Meeting

MINUTES

WEDNESDAY FEBRUARY 22, 2017



Regular Board Meeting Housing Authority of the Town of Boonton

Board of Commissioners 125 Chestnut Street, Boonton, NJ 07005

CALL MEETING TO ORDER

The meeting will be called to order at 7:00PM at the Administration Building, 125 Chestnut Street, Boonton, NJ 07005

ROLL CALL

Amjad Rashid, Chairperson PRESENT

Ginny Dolce, Vice Chairperson PRESENT

Stephen F. Stross, Jr., Commissioner PRESENT

Lynn Schinman, Commissioner PRESENT

Mildred Artemma, Commissioner PRESENT

Leonardo Moyoli, Jr., Commissioner. PRESENT

OTHERS PRESENT

Sherry Sims, Executive Director, Terrence Corriston, Attorney, James Plaisted, Town Liaison

ADEQUATE NOTICE

Chairperson's Statement: Adequate Notice of Meeting Pursuant to the requirement of the Open Meetings Act, I announce and direct the Secretary of the Boonton Housing Authority Board of Commissioners to enter the minutes of this meeting an accurate statement to the effect that:

"Notice of the meeting has been provided by filing a Notice of this meeting with the Town of Boonton Town Hall, by posting a Notice of this meeting on the bulletin board of the Boonton Housing Authority's Riverview Apartments, the Administration Building, and by publication of this Notice in in the Daily Record on January 12, 2017 and in the Citizen of Morris County Newspaper on January 12, 2017 for the new calendar year of 2017.

COMMENTS FROM THE PUBLIC ON AGENDA ITEMS ONLY:

During the Board meeting, the Boonton Housing Authority offers members of the public an opportunity to address issues regarding the operation of the Authority. The Board reminds those individuals who take this opportunity to identify themselves by name and address, and to limit their comments to items on the agenda and/or items directly related to the operation of the Authority.

EXECUTIVE SESSION – Nothing to discuss.

MINUTES

BE IT RESOLVEDTHAT, the Board of Commissioners of the Housing Authority of the Town of Boonton approved the Minutes for NOVEMBER 24, 2016 .

Commissioner Nevadomski motioned to approve the Minutes Commissioner Dolce seconded the motion. All Commissioners present voted in the affirmative.

BE IT RESOLVEDTHAT, the Board of Commissioners of the Housing Authority of the Town of Boonton approved the Minutes for DECEMBER 28, 2016

Commissioner Aricenna motioned to approve the Minutes Commissioner Moyoli seconded the motion. All Commissioners present voted in the affirmative.

The following Minutes were tabled: January 2017.

APPROVAL OF THE MONTHLY SCHEDULE OF VOUCHERS/BILLS

WHEREAS, the vouchers/bills which are due for payment on the capital fund program, the Management Program and the Section 8 Housing Choice Voucher program have been approved by the Board of Commissioners for the month(s) January 2017

Commissioner Nevadomski motioned to approve the Minutes. Commissioner Schinman seconded the motion. All Commissioners present voted in the affirmative.

REPORT OF SECRETARY/TREASURER

The Executive Director provided a report to the Board, advising them of the activities projected for the next couple of months in preparation for needed staff training, prepare for submission of two grants. In addition, the office continues to prepare and plan for the 2016-year end audit to be scheduled in April. The Five-year action plan is now required to be completed online and submitted to HUD by July 1, 2017. The Right to Know report is due to NJ State by July 1, 2017.

NJNAHRO is offering a work Internship program and a Scholarship program for tenants who live in public housing or on the housing choice voucher program. They will be accepting application in April.

CORRESPONDENCE

Nothing to report.

OLD BUSINESS

Nothing to report.

NEW BUSINESS

- The Board was updated on the following matters:
- EPIC training for personnel required by the State
- Visual Homes Program in House Training for the staff
- Cyber Liability Coverage in the amount of \$250,000 provided by HAI Insurance to the Authority
- Governor Christy Emergency Contact Information Law for Landlords/Tenants

**RESOLUTION 1950 AUTHORIZE AND APPROV THE ATTENDANCE FOR
NJNAHRO. FALL CONFERENCE ON APRIL 3-5, 2017 AT THE RESORTS
HOTEL IN ATLANTIC CITY, NJ**

Commissioner Moyoli motioned to accept Resolution # 1950
as presented. Commissioner Dolce seconded the motion. All Commissioners
present voted in the affirmative. No one present was opposed.

WHEREAS, HUD regulations require Housing Authority Executive Directors,
Commissioners and staff to be informed and trained on a continuous basis with all the
changes taking place under the new HUD administration; and

WHEREAS, NJNAHRO has scheduled their "Annual Conference for April 3-5, 2017 in
Atlantic City, New Jersey; and

WHEREAS, the Executive Director must attend due to her position on the Executive
Board; and

WHEREAS, the BHA authorize and approve the cost of hotel and registration for
authorized commissioners and staff who plan on attending the conference.

THEREFORE, BE IT RESOLVED THAT: The Board of Commissioners of the Town
of Boonton authorize and approve the attendance at the above conference for the
Executive Director, Commissioners and the appropriate Management Staff to attend with
the registration cost.

A roll call was taken and all Commissioners present voted in the affirmative and
Resolution #1950 was passed.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

ADJOURNMENT

Motioned to Adjourn: Commissioner Moyoli

Seconded the Motion: Commissioner Nevadomski

Meeting Adjourned: 7:56 PM

The Minutes of this meeting were approved by the Board of Commissioners on Wednesday, June 21, 2017.

Sherry L. Sims

Secretary/Executive Director

Chairperson's Statement: Adequate Notice of Meeting Pursuant to the requirement of the Open Meetings Act, I announce and direct the Secretary of the Boonton Housing Authority Board of Commissioners to enter the minutes of this meeting an accurate statement to the effect that:

ADEQUATE NOTICE

Sherry Sims, Terrence Corriston, Attorney, Louis A. Riccio, Senior Vice President of Execu-Tech Inc., Margarita Howard, HCV Coordinator, Mark Bizzarro, Administrative Assistant/PHM; Mr. and Mrs. King, 122 Plane Street Boonton, NJ

OTHERS PRESENT

Amjad Rashid, Chairperson	Absent
Ginny Dolce, Vice Chairperson	Present
Stephen F. Stross, Jr., Commissioner	Absent
Paul Nevadomski, Commissioner	Present
Lynn Schinman, Commissioner	Present
Mildred Ariemma, Commissioner	Present
Leonardo Moyoli, Jr, Commissioner.	Present

ROLL CALL

The meeting was called to order by Vice-Chairperson, Ginny Dolce, on April 26, 2017, at 7:04PM at the Administration Building, 125 Chestnut Street, Boonton, NJ 07005

CALL MEETING TO ORDER

Regular Board Meeting
Housing Authority of the Town of Boonton
Board of Commissioners
125 Chestnut Street, Boonton, NJ 07005



April 26, 2017

MINUTES

Administration Building
125 Chestnut Street, Boonton, NJ 07005
Regular Board Meeting

"Notice of the meeting has been provided by filing a Notice of this meeting with the Town of Boonton Town Hall, by posting a Notice of this meeting on the bulletin board of the Boonton Housing Authority's Riverview Apartments, the Administration Building, and by publication of this Notice in the Daily Record on January 12, 2017 and in the Citizen of Morris County Newspaper on January 12, 2017 for the new calendar year of 2017.

COMMENTS FROM THE PUBLIC ON AGENDA ITEMS ONLY:

During the Board meeting, the Boonton Housing Authority offers members of the public an opportunity to address issues regarding the operation of the Authority. The Board reminds those individuals who take this opportunity to identify themselves by name and address, and to limit their comments to items on the agenda and/or items directly related to the operation of the Authority.

No one had anything to discuss from the public.

MINUTES

BE IT RESOLVED THAT, the Board of Commissioners of the Housing Authority of the Town of Boonton tabled the minutes for January and February 2017. The March Meeting was cancelled.

APPROVAL OF THE MONTHLY SCHEDULE OF VOUCHERS/BILLS

WHEREAS, the vouchers/bills which are due for payment on the capital fund program, the Management Program and the Section 8 Housing Choice Voucher program have been approved by the Board of Commissioners for the month(s) February and March 2017

REPORT OF SECRETARY/TREASURER

- The independent audit for fiscal year ending September 30, 2016 is scheduled for May 9-10, 2017.
- I have obtained two quotes for a independent consultant to conduct quality control inspection on all 159 section 8 tenant files to correct all deficiencies.
- Just a reminder to remember to send your financial disclosure forms (FDS) online.

The Board invited a guest, Louis Riccio from Execu-Tech to make a presentation on the RENTAL ASSISTANT DEMONSTRATION PROGRAM (RAD) conversion process required to put in an application for a CHAP.

The Board of Commissioners authorized the Executive Director to put out the Request for Proposal to solicit consultants to assist the Authority in pursuing the application. A resolution to ratify the directive will be on the May Agenda.

CORRESPONDENCE

Nothing to report.

OLD BUSINESS

NEW BUSINESS

RESOLUTIONS

RESOLUTION # 1951 A Resolution by the Board of the Housing Authority of the Town of Boonton to authorize and approve the PHA Certification of Compliance with the PHA Plans and related regulations in accordance with the Five Year and Annual PHA Plans.

A motion was made by Commissioner Nevadomski. Commissioner Moyoli seconded the motion. All Commissioners present voted in the affirmative. none were opposed. Resolution #1951 was passed.

RESOLUTION # 1952 A Resolution by the Board of the Housing Authority of the Town of Boonton to authorize and approve the PHA Certification of Compliance with the Civil Rights Certification in accordance with the Department of Housing and Urban Development.

A motion was made by Commissioner Nevadomski. Commissioner Moyoli seconded the motion. All Commissioners present voted in the affirmative. none were opposed. Resolution #1952 was passed.

**Certification of Compliance with
PHA Plans and Related Regulations
(Small PHAs)**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 02/29/2016

**PHA Certifications of Compliance with the PHA Plans and Related Regulations
including Civil Rights and PHA Plan Elements that Have Changed**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year and/or Annual PHA Plan for the PHA fiscal year beginning October 1, 2017-September 30 2021, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA certifies that the following policies, programs, and plan components have been revised since submission of its last Annual PHA Plan (check all policies, programs, and components that have been changed):
 - 903.7a Housing Needs
 - 903.7b Deconcentration and Other Policies Governing Eligibility, Selection, Occupancy, and Admissions Policies
 - 903.7c Financial Resources
 - 903.7d Rent Determination Policies
 - 903.7h Demolition and Disposition
 - 903.7k Homeownership Programs
 - 903.7r Additional Information

- A. Progress in meeting 5-year mission and goals
- B. Criteria for substantial deviation and significant amendments
- C. Other information requested by HUD
 - 1. Resident Advisory Board consultation process
 - 2. Membership of Resident Advisory Board
 - 3. Resident membership on PHA governing board

- (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
- (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
- (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.
8. For a PHA Plan that includes a policy for site based waiting lists:

Signature 	
Name of Authorized Official Sherry L. Sims	
Title 	Date 6/21/2017

I hereby certify that all the information stated herein, as well as any information provided in the accompanying documents, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012, 31 U.S.C. 3729, 3802)

PHA Name BOONTON HOUSING AUTHORITY	5-Year PHA Plan for Fiscal Years 2017 - 2021
PHA Number/HA Code NJ 052	Annual PHA Plan for Fiscal Year 20

- Declaration of Trust(s).
21. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
 20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified covered grant funds only for activities that are approvable under the regulations and included in its Plan.
 19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
 18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Reduction Act of 1992, and 24 CFR Part 35).
 17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard program requirements.
 16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
 15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under or Part 50, respectively.
 14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 CFR 5.105(a).
 13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
 12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
 11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
 10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the of 1975.
 9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
- The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - Adoption of site-based waiting lists would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;

Civil Rights Certification
(Qualified PHAs)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB Approval No. 2577-0226
Expires 02/29/2016

Resolution #1952

Civil Rights Certification

Annual Certification and Board Resolution

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official, I approve the submission of the 5-Year PHA Plan for the PHA of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the public housing program of the agency and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those program, addressing those impediments in a reasonable fashion in view of the resources available and working with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.

BOONTON HOUSING AUTHORITY

NJ052

PHA Name

PHA Number/HA Code

APPROVED BY:

Amyad Rashid, Chairperson

Date: April 26, 2017

I hereby certify that all the information stated herein, as well as any information provided in the accompanying herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012-31 U.S.C. 3729, 3802)

Name of Authorized Official SHERRY SIMS

Title: EXECUTIVE DIRECTOR

Signature

Date

U. S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 2/29/2016

I, Timothy J. Tansey, the Director of Community Development Programs

Boonton Housing Authority

PHA Name

Impediments (AI) to Fair Housing Choice of the

Morris County

pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State Consolidated Plan and the AI.

The BHA continues to provide decent, safe, sanitary and affordable housing to eligible citizens in the County of Morris

hereby certify that all the information stated herein, as well as any information provided in the accompanying exhibits, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Timothy J. Tansey

Director of Community Development Programs

Date _____

7/18/17

Signature

Page 1 of 1

Form HUD-50077-SL (12/2014)

**RESOLUTION # 1953 AUTHORIZES AND APPROVE THE USE OF THE
REVISED U. S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
INCOME LIMITS FOR THE TOWN OF BOONTON EFFECTIVE JANUARY 1,
2017 RETROACTIVE**

Commissioner Moyoli motioned to accept Resolution 1953 as presented. Commissioner Dolce seconded the motion. All Commissioners present voted in the affirmative. There was no further discussion.

WHEREAS, Section 3(b)(2) of the Housing Act of 1937 required the income limits to be adjusted annually by dollar amount and family size; and

WHEREAS, public housing and the housing choice voucher programs use the income limits to determine income eligibility of applicants for programs subject to Section 3(b)(2); and

WHEREAS, the revised income limits are based on the U.S. Department of Housing and Urban Development's estimates of median family income for CY 2017, and

WHEREAS the Board of Commissioners authorize and approve the income limits effective January 1, 2017 as follows:

Family Size	1	2	3	4	5	6	7
Person	Persons	Persons	Persons	Persons	Persons	Persons	Person
30%/Median	\$19,800	22,600	25,450	28,250	30,550	\$32,960	\$37,110
Very Low	\$33,000	\$37,700	\$42,400	\$47,100	\$50,900	\$54,650	\$58,450
Low	\$47,600	\$54,400	\$61,200	\$68,000	\$73,450	\$78,900	\$84,350

THEREFORE, BE IT RESOLVED THAT: the Board of Commissioners of the Housing Authority of the Town of Boonton authorize and approve the implementation of the revised income limits as required by the U.S. Department of Housing and Urban Development.

A roll call was taken. All commissioners present voted in the affirmative and none were opposed. Resolution # 1953 was passed.

RESOLUTION #1954 A RESOLUTION BY THE BOARD OF COMMISSIONERS
OF HOUSING AUTHORITY OF THE TOWN OF BOONTON to AUTHORIZE AND
APPROVE THE REVISED CODE OF ETHICS POLICY FOR THE BOONTON
HOUSING AUTHORITY STAFF AND COMMISSIONERS

Commissioner Nevadomski motioned to accept Resolution #1954 as presented.
Commissioner Moyoli seconded the motion. No one present was opposed. There was
further discussion.

WHEREAS, the Housing Authority of the Town of Boonton requires 3 signatures
on all checks written on behalf of the Boonton Housing Authority to fulfill its obligations,
accountability and fiduciary responsibility; and

WHEREAS, the attached revised CODE of Conduct will continually be enforced for any
and contract awards with the Boonton Housing Authority.

THEREFORE, BE IT RESOLVED THAT, the attached CODE of Conduct will be
approved and authorized by the Board of Commissioners of the Town of Boonton

A roll call was taken. All Commissioner's present voted in the affirmative. No one present
was opposed. Resolution #1954 was passed.

RESOLUTION BY THE BOARD OF
COMMISSIONERS OF THE HOUSING
AUTHORITY OF THE TOWN OF BOONTON
AUTHORIZING THE EXECUTIVE DIRECTOR TO
SUBMIT A LETTER OF INTEREST FOR A RAD
CONVERSION

WHEREAS, the Boonton Housing Authority is contemplating submission of a formal application to HUD for conversion of its public housing to the housing choice voucher program; and

WHEREAS, the regulations provide that PHAs may submit a letter in lieu of a RAD application which would reserve a project or portfolio's position on the waiting list subject to future submission of a RAD Application; and

WHEREAS, the Board of Commissioners has determined that it is in the best interest of the Boonton Housing Authority for the Executive Director to submit a letter of interest to reserve the Authority's position on the waiting list pending the submission of a RAD Application.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the Town of Boonton does hereby authorize the Executive Director to submit a letter of interest to HUD in order to reserve a position on the RAD waiting list subject to the submission of a RAD Application.

Commissioners

Aye	Nay	Abstain	Absent
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A. Rashid
G. Dolce
S. Stross, Jr.
M. Ariemma
P. Nevadomski
L. Moyoli
L. Schinman

Approved by: _____
Amjad Rashid, Chairperson
July 26, 2017

Amjad Rashid, Chairperson

A RESOLUTION BY THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE TOWN OF BOONTON
TO AUTHORIZE AND AWARD THE RAD CONSULTANT
CONTACT TO EXECU-TECH, INC AS PER THE
ATTACHED CONTRACT TERMS.



Whereas, the Housing Authority of the Town of Boonton solicited proposals for a
consultant to assist the Housing Authority with the RAD conversion; and

Whereas, two firms submitted proposals:

Whereas, EXECU-TECH, Inc. is the most responsive and familiar with our Authority;

BE IT RESOLVED that, the Board of Commissioners of the Housing Authority of the
Town of Boonton authorize and award the contract to Execcu-Tech, Inc. in accordance with
the contract terms attached effective June 21, 2017.

Approved: _____ Amjad Rashid, Chairperson
Date: July 26, 2017

A RESOLUTION BY THE BOARD OF
COMMISSIONERS OF HOUSING AUTHORITY OF
THE TOWN OF BOONTON TO RATIFY,
AUTHORIZE AND APPROVE THE LAKELAND
CORPORATE RESOLUTION FOR AUTHORIZED
SIGNATURES



WHEREAS, the Housing Authority of the Town of Boonton requires 3 signatures on all checks written on behalf of the Boonton Housing Authority to fulfill its obligations, accountability and fiduciary responsibility; and

WHEREAS, there has been a change in Board members, which require the Board of Commissioners to authorize and approve a new authorization resolution to updated the authorized signators to be responsible for signing financial documents on behalf of the Authority as follows:

Amjad Rashid, Chairperson
Virginia Dolce, Vice Chairperson
Sherry L. Sims, Executive Director
Mark Bizzarro, Deputy Asset Manager

For the following banks:

Lakeland Bank

WHEREAS, all bank resolutions require 3 original signatures-- 2 board members and 1 staff person; and/or 2 staff persons and 1 Board member. Two signatures must always be original signatures, and only one can be a "stamped signature" on any given check at any given time.

WHEREAS, all of the above referenced banks will require the Board of Commissioners and staff to sign their individual bank corporate authorization resolutions.

NOW, THEREFORE BE IT RESOLVED THAT, the Board of Commissioners of the Housing Authority of the Town of Boonton authorize and approve the above designated Board of Commissioners and/or Boonton Housing Authority staff persons to sign financial documents in accordance with the policies and regulations already established by the Housing Authority of the Town of Boonton.

Approved: _____ Amjad Rashid, Chairperson
Date: July 26, 2017

RESOLUTION 1959

AUTHORIZES AND APPROVE THE ANNUAL CONTRIBUTIONS CONTRACT CAPITAL FUNDS PROGRAM AWARD FOR FISCAL YEAR 2017 IN THE AMOUNT OF \$83,58700

BE IT RESOLVED THAT the Board of Commissioners of the Housing Authority of the Town of Boonton approve and authorize the amendment of the ACC for the October 1, 2017 Capital funds program in the amount of \$83,587.00; and

THEREFORE BE IT RESOLVED THAT the Board of Commissioners of the Housing Authority of the Town of Boonton certifies that it will comply with all contract administrations as required by U.S. Department of Housing and Urban Development policies and procedures; procurement policies and other related requirements in accordance with the Quality Housing Work Responsibility Act of 1998.

Commissioners	Aye	Nay	Abstain	Absent
A. Rashid				
G. Dolce				
S. Stross, Jr.				
M. Ariemma				
P. Nevadomski				
L. Moyoli				
L. Schinman				

Approved: _____ Amjad Rashid, Chairperson
Date: July 26, 2017

2017 Capital Fund

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Contract (form HUD-53012)
To The Consolidated Annual Contributions
(CFP) Amendment
Capital Fund Program

Whereas, (Public Housing Authority)	Boonton Housing Authority	NJ052	(herein called the "PHA")
and the United States of America, Secretary of Housing and Urban Development (herein called "HUD") entered into Consolidated Annual Contributions Contract(s) ACC(s) Number(s) NY409 dated 1/1/1961			

Whereas, HUD has agreed to provide CFP assistance, upon execution of this Amendment, to the PHA in the amount to be specified below for the purpose of assisting the PHA in carrying out development, capital and management activities at existing public housing projects in order to ensure that such projects continue to be available to serve low-income families. HUD reserves the right to provide additional CFP assistance in this FY to the PHA. HUD will provide a revised ACC Amendment authorizing such additional amounts.

\$ 583,587.00 for Fiscal Year 2017 to be referred to under Capital Fund Grant Number NJ39P05250117
PHA Tax Identification Number (TIN): On File
DUNS Number: On File

Whereas, HUD and the PHA are entering into the CFP Amendment Number

Now Therefore, the ACC(s) is (are) amended as follows:

1. The ACC(s) is (are) amended to provide CFP assistance in the amount specified above for development, capital and management activities of PHA projects. This CFP Amendment is a part of the ACC(s).

2. The PHA must carry out all development, capital and management activities in accordance with the United States Housing Act of 1937 (the Act), 24 CFR Part 905 (the Capital Fund Final rule) published at 78 Fed. Reg. 63748 (October 24, 2013), as well as other applicable HUD requirements, except that the limitation in section 9(g)(1) of the Act is increased such that of the amount of CFP assistance provided for under this CFP amendment only, the PHA may use no more than 25 percent for activities that are eligible under section 9(e) of the Act only if the PHA's HUD-approved Five Year Action Plan provides for such use; however, if the PHA owns or operates less than 250 public housing dwelling units, such PHA may continue to use the full flexibility in section 9(g)(2) of the Act.

3. The PHA has a HUD-approved Capital Fund Five Year Action Plan and has complied with the requirements for reporting on open grants through the Performance and Evaluation Report. The PHA must comply with 24 CFR 905.300 of the Capital Fund Final rule regarding amendment of the Five Year Action Plan where the PHA proposes a Significant Amendment to the Capital Fund Five Year Action Plan.

4. For cases where HUD has approved a Capital Fund Financing Amendment to the ACC, HUD will deduct the payment for amortization scheduled payments from the grant immediately on the effective date of this CFP Amendment. The payment of CFP funds due per the amortization scheduled will be made directly to a designated trustee within 3 days of the due date.

5. Unless otherwise provided, the 24 month time period in which the PHA must obligate this CFP assistance pursuant to section 9(g)(1) of the Act and 48 month time period in which the PHA must expend this CFP assistance pursuant to section 9(g)(5) of the Act starts with the effective date of this CFP amendment (the date on which CFP assistance becomes available to the PHA for obligation). Any additional CFP assistance this FY will start with the same effective date.

6. Subject to the provisions of the ACC(s) and paragraph 3, and to assist in development, capital and management activities, HUD agrees to disburse to the PHA or the designated trustee from time to time as needed up to the amount of the funding assistance specified herein.

7. The PHA shall continue to operate each public housing project as low-income housing in compliance with the ACC(s), as amended, the Act and all HUD regulations for a period of twenty years after the last disbursement of CFP assistance for modernization activities for each public housing project or portion thereof and for a period of forty years after the last distribution of CFP

The parties have executed this CFP Amendment, and it will be effective on 8/16/2017. This is the date on which CFP assistance becomes available to the PHA for obligation.

U.S. Department of Housing and Urban Development	Date:	PHA (Executive Director or authorized agent)	By	Title	Title

RESOLUTION #1960 RESOLUTION TO ADOPT THE 2017ANNUAL BOONTON HOUSING
 AUTHORITY BUDGET FOR SUBMISSION TO THE STATE OF NEW
 JERSEY FOR FISCAL YEAR BEGINNING OCTOBER 1, 2017 THROUGH
 SEPTEMBER 30, 2018

BE IT THEREFORE RESOLVED THAT the Commissioners for the Housing Authority of the
 Town of Boonton has reviewed and adopted Resolution #1960 NJ State Budget for fiscal
 year 2017-2018 at the open public meeting on July 26, 2017,

BOONTON HOUSING AUTHORITY

COMMISSIONERS				
	AYE	NAY	ABSTAIN	ABSENT
Amjad Rashid, Chairperson				
Ginny Dolce, Vice Chairperson				
Stephen F. Stross, Jr, Commissioner				
Paul Nevadomski, Commissioner				
Leonardo Moyoli, Commissioner				
Lynn Schinman, Commissioner				
Mildred Artemma, Commissioner				

Approved: _____
 July 27, 2016
 Amjad Rashid, Chairperson

2017 HOUSING AUTHORITY BUDGET RESOLUTION

Boonton Housing Authority

(Name)

FISCAL
YEAR:

FROM: 10/1/2017

TO: 9/30/2018

WHEREAS, the Annual Budget and Capital Budget for the Boonton Housing Authority for the fiscal year beginning, October 1, 2017 and ending, September 30, 2018 has been presented before the governing body of the Boonton Housing Authority at its open public meeting of July 26, 2017; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 2,216,940, Total Appropriations, including any Accumulated Deficit if any, of \$ 2,261,927 and Total Unrestricted Net Position utilized of \$ 44,987; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$ 0 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$ 0; and

WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Boonton Housing Authority, at an open public meeting held on July 26, 2017 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Boonton Housing Authority for the fiscal year beginning, 10/1/2017 and ending, 9/30/2018 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Housing Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Boonton Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on September 20, 2017.

(Secretary's Signature) _____

(Date) _____

Governing Body
Member:

Recorded Vote
Aye

Nay

Abstain

Absent

**RESOLUTION #1961 RESOLUTION APPROVING THE ANNUAL BOONTON HOUSING
 AUTHORITY AMP BUDGET FOR FISCAL YEAR BEGINNING
 OCTOBER 1, 2017 THROUGH SEPTEMBER 30, 2018**

See the attached Boonton Housing Authority AMP Budget form to review and approval at the open public meeting on July 26, 2017

BOONTON HOUSING AUTHORITY

COMMISSIONERS				
	AYE	NAY	ABSTAIN	ABSENT
Amjad Rashid, Chairperson				
Ginny Dolce, Vice Chairperson				
Leonardo Moyoli, Chairperson				
Stephen F. Stross, Commissioner				
Mildred Ariemma, Chairperson				
Lynn Schinman, Commissioner				
Paul Nevadomski, Commissioner				

Approved: _____
 July 26, 2017
 Amjad Rashid, Chairperson

Board Resolution Approving the AMP Budgets

PHA Board Resolution
Approving Operating Budget

OMB No. 2577-0026 Approving
(exp. 10/31/2009)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Real Estate Assessment Center (PIH-REAC)

Previous editions are obsolete form HUD-52574 (08/2005) Public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number. This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name: Boonion Housing Authority

PHA Fiscal Year Beginning: 10/1/2017

Board Resolution Number: _____

PHA Code: N1052

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE

☒ Operating Budgets (for COCC and all Projects) approved by Board resolution on:

☐ Operating Budget submitted to HUD, if applicable, on:

☐ Operating Budget revision approved by Board resolution on:

☐ Operating Budget revision submitted to HUD, if applicable, on:

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;

2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;

3. Proposed budget expenditures are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;

4. The budget indicates a source of funds adequate to cover all proposed expenditures;

5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(e) and (f); and

6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.325.

I hereby certify that all the information stated within, as well as any information provided in the

accompanying herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairman's Name:	Signature:	Date:
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Previous editions are obsolete form

HUD-52574 (08/2005)

Operating Budget

OMB Approval No. 2577-0026 (exp. 9/30/2006)

See page four for instructions and the Public reporting burden statement

a. Type of Submission		b. Fiscal Year Ending	
[X] Original [] Revision No. : September 30, 2018		☒ PHA/PHA-Owned Rental Housing ☐ IHA Owned Mutual Help Homeownership ☐ PHA/PHA Leased Rental Housing ☐ PHA/PHA Owned Turnkey III Homeownership ☐ PHA/PHA Leased Homeownership	
c. Name of Public Housing Agency/Indian Housing Authority (PHA/IHA)			
BOONTON HOUSING AUTHORITY			
d. Address (city, state, zip code)			
e. ACC Number NY-409			
f. PASADCCS Project No. NJ052001085			
g. No. of Dwelling Units		h. No. of Unit Months Available	
74		888	
i. No. of Projects		j. No. of Projects	
1		1	

Line No.	Acct. No.	Description	Requested Budget Estimates		
			PHA/HA Estimates	HUD Modifications	
(4)	PUM	(To Nearest \$10)	Amount	(5)	
(6)	PUM	(To Nearest \$10)	Amount	(7)	

010	7710	Operating Expenses			
020	7712	Earned Home Payments Account			
030	7714	Nonroutine Maintenance Reserves			
040	Total	Break-Even Amount (sum of lines 010, 020, and 030)			
050	7716	Excess (or Deficit) in Break-Even Amount			
060	7790	Homebuyers Monthly Payments (Contra)			
Operating Receipts					
070	3110	Dwelling Rentals	\$518.79		\$460.690
080	3120	Excess Utilities	\$0.69		\$610
090	3190	Non Dwelling Rentals	\$0.00		\$0
100	Total	Rental Income (sum of lines 070, 080, and 090)	\$519.48		\$461.300
110	3610	Interest on General Fund Investments	\$1.35		\$1.200
120	3690	Other Operating Receipts	\$41.67		\$37.000
130	Total	Operating Income (sum of lines 100, 110, and 120)	\$562.50		\$499.500
Operating Expenses - Administration:					
140	4110	Administrative Salaries	\$146.05		\$129.690
150	4130	Legal Expense	\$9.46		\$8.400
160	4140	Staff Training	\$4.34		\$3.850
170	4150	Travel	\$7.88		\$7.000
180	4170	Accounting Fees	\$14.19		\$12.600
190	4171	Auditing Fees	\$7.32		\$6.500
200	4190	Other Administrative Expenses	\$44.09		\$39.150
210	Total	Administrative Expense (sum of line 140 thru 200)	\$233.33		\$207.190
Tenant Services:					
220	4210	Salaries	\$0.00		\$0
230	4220	Recreation, Publications and Other Services	\$0.00		\$0
240	4230	Contract Costs, Training and Other	\$2.70		\$2.400
250	Total	Tenant Services Expense (sum of lines 220, 230, 240)	\$2.70		\$2.400
Utilities:					
260	4310	Water	\$41.06		\$36.461
270	4320	Electricity	\$54.51		\$48.409
280	4330	Gas	\$52.54		\$46.660
290	4340	Fuel	\$0.00		\$0
300	4350	Labor	\$28.78		\$25.560
310	4390	Other utilities expense	\$24.60		\$21.843
320	Total	Utilities Expense (sum of line 260 thru line 310)	\$201.49		\$178.933

Facsimile form

HUD-52564 (2/95)

ref. Handbook 7475.1

Previous editions are obsolete

Line No.	Acct. No.	Description	PHA/IHA Estimates	Amount (To Nearest \$10)	HUD Modifications	Amount (To Nearest \$10)
Ordinary Maintenance and Operations:						
330	4410	Labor		\$48,85		\$43,380
340	4420	Materials		\$37,16		\$33,000
350	4430	Contract Costs		\$77,70		\$69,000
360	Total	Ordinary Maintenance & Operation Expense (lines 330 to 350)		\$163,71		\$145,380
Protective Services:						
370	3110	Labor		\$0,00		\$0
380	3120	Materials		\$0,00		\$0
390	3190	Contract Costs		\$0,00		\$0
400	Total	Protective Service Expense (sum of lines 370 to 390)		\$0,00		\$0
General Expense:						
410	4510	Insurance		\$32,66		\$29,000
420	4520	Payments in Lieu of Taxes		\$31,80		\$28,240
430	4530	Terminal Leave Payments		\$0,00		\$0
440	4540	Employee Benefit Contributions		\$92,35		\$82,010
450	4570	Collection Losses		\$2,82		\$2,500
460	4590	Other General Expense		\$0,00		\$0
470	Total	General Expense (sum of lines 410 to 460)		\$159,63		\$141,750
480	Total	Routine Expense (sum of lines 210, 250, 320, 350, 400, and 470)		\$760,86		\$675,653
Rent for Leased Dwellings:						
490	4710	Rents to Owners of Leased Dwellings				
500	Total	Operating Expense (sum of lines 480 and 490)				
Nonroutine Expenses:						
510	4610	Extraordinary Maintenance		\$0,00		\$0
520	7520	Replacement of Nonexpendable Equipment		\$5,63		\$5,000
530	7540	Property Betterments and Additions		\$0,00		\$0
540	Total	Nonroutine Expenses (sum of lines 510, 520, and 530)		\$5,63		\$5,000
550	Total	Operating Expenses (sum of lines 500 and 540)		\$766,49		\$680,653
Prior Year Adjustments:						
560	6010	Prior Year Adjustments Affecting Residual Receipts		\$0,00		\$0
Other Expenses:						
570		Deficiency in Residual Receipts at End of Preceding Fiscal Year				
580	Total	Operating Expenses, including prior year adjustments and other expenditures (line 550 plus or minus line 560 plus 570)		\$766,49		\$680,653
590		Residual Receipts (or Deficit) before HUD Contributions and provision for operating reserve (line 130 minus line 580)		(\$203,99)		(\$181,153)
HUD Contributions:						
600	8010	Basic Annual Contribution Earned - Leased Projects: Current Yr				
610	8011	Prior Year Adjustments - (Debit) Credit				
620	Total	Basic Annual Contribution (line 600 plus or minus line 610)		\$204,02		\$181,171
630	8020	Contributions Earned - Op. Sub: Cur. Yr. (before year-end adj)		\$204,02		\$181,171
640		Mandatory PFS Adjustments (net):		(\$20,46)		(\$18,171)
650		Other (specify):				
660		Other (specify):				
670		Total Year-end Adjustments/Other (plus or minus 640-660)		(\$20,46)		(\$18,171)
680	8020	Total Operating Subsidy-current year (630 plus or minus 670)		\$183,56		\$163,000
690	Total	HUD Contributions (sum of lines 620 and 680)		\$183,56		\$163,000
700		Residual Receipts (or Deficit) (sum of line 590 plus line 690)		(\$20,43)		(\$18,153)
Enter here and on line 810						

Name of PHA / IHA		BOONTON HOUSING AUTHORITY		Fiscal Year Ending		September 30, 2018
		Operating Reserve		PHA/IHA Estimates		HUD Modifications
		Part I - Maximum Operating Reserve - End of Current Budget Year				
740	2821	PHA / IHA-Leased Housing - Section 23 or 10(c)		50% of Line 480, column 5, form HUD-52564		\$337,827

		Part II - Provision for and Estimated or Actual Operating Reserve at FY End			
760		Operating Reserve at End of Previous Fiscal Year - Actual for FYE (date):		September 30, 2016	(\$138,549)
790		Provision for Operating Reserve - Current Budget Year (check one)			
		☒ Estimated for FYE	September 30, 2017		(\$71,131)
		Operating Reserve at End of Current Budget Year (check one)			
		☒ Estimated for FYE	September 30, 2017		(\$209,680)
800		☐ Actual for FYE	September 30, 2017		
810		Provision for Operating Reserve - Requested Budget Year Estimated for FYE		September 30, 2018	(\$18,153)
820		Operating Reserve at End of Requested Budget Year Estimated for FYE		September 30, 2018	(\$227,833)
830		Cash Reserve Requirement:		17% % of line 480	\$112,609

Comments

PHA / IHA Approval

Name

Title

Signature

Field Office Approval

Name

Title

Signature

Date

Date

Previous editions are obsolete

Page 3 of 4

Facsimile form

HUD-52564 (3/95)
rel. Handbook 7475.1

RESOLUTION #1962

RESOLUTION BY THE BOARD OF
COMMISSIONERS OF THE HOUSING
AUTHORITY OF THE TOWN OF BOONTON
TO AUTHORIZE AND APPROVE THE 2017-
2018 COLA INCREASES FOR STAFF
EFFECTIVE OCTOBER 1, 2017



WHEREAS, the Housing Authority of the Town of Boonton requires all staff performance increases to be based on performance evaluations conducted with the Executive Director and the Personnel committee; and

WHEREAS, staff are encouraged to set goals and objectives that are consistent with the Boonton Housing Authority's goals and objectives and as it relates to the job descriptions assigned to each staff person; and

WHEREAS, the staff will be required to establish and submit their own individual goals and objectives they wish to obtain in the new fiscal year, in writing to the Executive Director; and

THEREFORE BE IT RESOLVED THAT: the Housing Authority of the Town of Boonton, Board of Commissioners approve the Fiscal Year October 1, 2017-2018 will approve a minimum of 2.0% for the cost of living COLA effective October 1, 2017. All staff increases for performance will be based on the individual performance evaluation.

Boonton Housing Authority				
Commissioners	Aye	Nay	Abstain	Absent
A. Rashid				
G. Dolce.				
S. Stross, Jr.				
P. Nevadomski				
L. Moyoli				
L. Schinman				
M. Ariemma				

Approved: _____
Amjad Rashid, Chairperson
Date: July 26, 2017

RESOLUTION BY THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF THE TOWN OF
BOONTON TO AUTHORIZE AND APPROVE THE
AMENDMENT TO THE EMPLOYMENT CONTRACT
FOR SHERRY L. SIMS IN ACCORDANCE WITH THE
TERMS SET FORTH IN THE ORIGINAL CONTRACT
FOR THE TERMS OF AUGUST 1, 2017 – JULY 31, 2022



BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the Town of Boonton as follows:

WHEREAS, a contract may be established between the Housing Authority of the Town of Boonton and the Executive Director in accordance with New Jersey State law, which specified expectation, duties and benefits; and

WHEREAS, the Housing Authority desires to enter into a five-year contract with Ms. Sims and Ms. Sims has accepted the terms of the contract as presented, including amendments; and

WHEREAS, such contract is consistent and in compliance with the New Jersey State requirements; and

WHEREAS, the budget for the fiscal year beginning October 1, 2016-2021 for the Housing Authority of the Town of Boonton was reviewed and approved with appropriate financial adjustments to Ms. Sims contract effective August 1, 2017; and

WHEREAS, the Board of Commissioner amended the contract to include a car allowance for use of the Executive Director for use of her personal vehicle for work related business in lieu of purchasing a vehicle.

WHEREAS, the Board of Commissioners approved the following changes to Ms. Sims contract effective August 1, 2017: Approved COLA increase @ 2% .

NOW, THEREFORE BE IT RESOLVED THAT, by the Board of Commissioners of the Housing Authority of the Town of Boonton, authorize and approve rolling based contract amendment for the period starting August 2017 through July 31, 2022.

Boonton Housing Authority				
Commissioners	Aye	Nay	Abstain	Absent
Amjad Rashid				
Ginny Dolce.				
Stephen Stross				
Lynn Schinman				
Paul Nevadomski				
Mildred Ariemma				

Approval:

Amjad Rashid, Chairperson

Date July 26, 2017

RESOLUTION #1904
 AUTHORITY AND APPROVE THE MEMBERSHIP
 RENEWAL IN THE NEW JERSEY PUBLIC HOUSING
 AUTHORITY JOINT INSURANCE FUND



WHEREAS, Public Housing Authorities in the State of New Jersey are permitted to join together to form a Joint Insurance FUND as permitted by NJSA 40A:1036; and 42 U.S.C. 14-37 et seq.; and

WHEREAS, the statutes regulating the creation and establishment of a Joint Insurance FUND contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such FUND; and

WHEREAS, the governing body of the Boonton Housing Authority has determined that membership in the Joint Insurance FUND is the best interest of the Authority.

NOW THEREFORE, BE IT RESOLVED, that the governing body of the Authority does hereby resolve and agree to renew its membership in the NJPHA Joint Insurance FUND, effective January 1, 2017 to expire on December 31, 2018 for the purpose of establishing the following types of coverage:

Workers' Compensation and Employers' Liability

BE IT FURTHER RESOLVED that the Executive Director is authorized to execute the application for membership and the accompanying certification on behalf of the Authority, and

BE IT FURTHER RESOLVED that the governing body is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the FUND as are required by the FUND'S Bylaws and to deliver same to the Administrator of the FUND with the express reservation that said document shall become effective only upon the applicant's admission to the FUND following approval by the FUND, passage by the Authority of a Resolution Accepting Assessment and approval by the New Jersey Department of Insurance and the Department of Community Affairs.

COMMISSIONERS	AYES	NAYS	ABSTAIN
Amjad Rashid, Chairperson			
Ginny Dolce, Vice Chairperson			
Milred Artemma, Commissioner			
Stephen F. Stross, Jr., Commissioner			
Lynn Schinman, Commissioner			
Paul Nevadomski Commissioner			

APPROVED BY: _____
 Amjad Rashid, Chairperson
 Date: July 26, 2017

RESOLUTION #1965

AUTHORIZE AND APPROVE CONFERENCE
TRAVEL FOR THE EXECUTIVE DIRECTOR AND
APPROPRIATE COMMISSIONERS AND STAFF TO
ATTEND THE N.J. A.H.R.A. ANNUAL
CONFERENCE ON SEPTEMBER 24, 25, 26, 2017 IN
ATLANTIC CITY, NJ AT THE RESORT HOTEL



WHEREAS, HUD regulations require Housing Authority Executive Directors,
Commissioners and staff to be informed and trained on a continuous basis with all the
changes taking place under the new HUD administration; and

WHEREAS, NJAHARA has scheduled their "Annual Conference for September 24-26,
2017 in Atlantic City, New Jersey; and

WHEREAS, the organization is paying for the hotel accommodations for the Executive
Director only; and the registration cost is within the scope of the approved travel budget
for the Management staff; and

WHEREAS, the BHA authorize and approve the cost of hotel and registration for
authorized commissioners and staff who will attend;

THEREFORE, BE IT RESOLVED THAT: the Board of Commissioners of the Town
of Boonton authorize and approve the attendance at the above conference for the
Executive Director, Commissioners and the appropriate Management Staff to attend with
the registration cost of approximately \$425-\$450 per person. Hotel accommodation
costs will be determined at a later date.

Boonton Housing Authority				
Commissioners	Aye	Nay	Abstain	Absent
A. Rashid				
G. Dole				
S. Stross, Jr.				
P. Nevadomski				
L. Schinman				
M. Ariemma				

Approval: _____
Amjad Rashid, Chairperson
Date: July 27, 2016



WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended September 30, 2016 has been completed and filed with the Department of Community Affairs and the local Housing and Urban Development Office in Newark, NJ pursuant to N.J.S.A. 40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A-17, requires the governing body of each Authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations," in accordance with N.J.S.A. 40A:5A-17,

NOW, THEREFORE BE IT RESOLVED, that the governing body of the Housing Authority of the Town of Boonton hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has reviewed the annual audit report for the fiscal year ended September 30, 2016 and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this Resolution.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE
RESOLUTION PASSED AT THE MEETING HELD ON July 26, 2017

Approved: _____, July 26, 2017
Amjad Rashid, Chairperson

Sherry L. Sims,
Secretary
July 26, 2017