

**ADMINISTRATION BUILDING
REGULAR BOARD MEETING
MINUTES**

WEDNESDAY, JANUARY 24, 2018

CALL MEETING TO ORDER

Chairperson Rashid called the meeting to order at 7:00pm at the Housing Authority;s Administration Building, 125 Chestnut Street, Boonton, NJ 07005

ROLL CALL

Amjad Rashid, Chairperson	PRESENT
Ginny Dolce, Vice-Chairperson	PRESENT
Stephen F. Stross, Jr., Commissioner	ABSENT
Paul Nevadomski, Commissioner	PRESENT
Lynn D. Schinman, Commissioner	PRESENT
Mildred Ariemma, Commissioner	PRESENT
Leonardo Moyoli, Commissioner	PRESENT

Others Present

James Plaisted, Town Liaison and Sherry Sims, Executive Director/Secretary

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 8, 2018 and in the Citizen of Morris County Newspaper on January 10, 2018 for** the new calendar year of 2018.

MINUTES

BE IT RESOLVED THAT, the Board of Commissioners of the Housing Authority of the Town of Boonton **approve** the **Minutes** for the following months: October and December 2017

Motioned: Commissioner Nevadomski

Seconded: Commissioner Moyoli

All Commissioners present voted in the affirmative. No one present was opposed.

APPROVAL OF THE MONTHLY SCHEDULE OF VOUCHERS/BILLS

For the BHA Management Program and the Section 8 Housing Choice Voucher program have been approved by the Board of Commissioners for the month(s) December 27, 2017

Motioned: Commissioner Dolce

Second: Commissioner Ariemma

All Commissioners present voted in the affirmative. No one present was opposed.

REPORT OF SECRETARY/TREASURER

The office is continuing to close out the fiscal year end September 30, 2017 in preparation for the independent Audit.

The Newark HUD office has scheduled a phone audit for the calendar year January 1-December 31, 2017 on February 5, 2018. Due to the information requested for the year, I will be asking for an extension to gather the data requested. We are still in the process of a "hold" on issuing vouchers off the waiting list until this final desk audit is finished.

We are working on closing the end of the months program and financial requirements for the day to day operation. Preparation of preparing, printing and mailing 1099s to all vendors and landlords before January 31st.

The annual multiple dwelling report for New Jersey Civil Rights office is being gathered to be reported on or before the 30th. It is a breakdown of the occupancy, waiting list and the housing choice voucher program by bedroom size and race.

The current computer program Visual Homes has informed the BHA they will be no longer supporting the existing program by 12/31/2018. We are looking at other programs and scheduled a demonstration with vendors to select another program.

The waiting list applications have all been entered. We currently have 361 applications on the combined list. There are no vacancies in Riverview/Chestnut Street apartments. There is currently 144 assisted families on the Housing Choice Voucher Program and 34 active participants on the Family Self Sufficiency Program as of January 24, 2018.

The government was in a three day shutdown because the Continuing Resolution was not passed. They did pass a tentative CR funding us through February 8, 2018. Therefore we can pay the vouchers and administrative bills. We will continue to monitor the impact on the day-to-day operations.

CORRESPONDENCE

A follow up email was received from the HUD office regarding the phone audit on the VMS for the calendar year 2017 VMS data validations. The Fee accountant and the BHA are continuing to make adjustments to the RNA and line items in the reports.

A letter was received from HUD awarding the FSS Grant for the calendar year 2018.

OLD BUSINESS

NONE

NEW BUSINESS

NONE

RESOLUTIONS

NONE

COMMENTS FROM THE PUBLIC:

Any other business that may properly come before the Board of Commissioners of the Housing Authority of the Town of Boonton.

ADJOURNMENT

Motion to Adjourn: Commissioner Nevadomski

Seconded: Commissioner Dolce

Time: 7:29pm

The Minutes of this meeting was approved by the Board of Commissioners on Wednesday, February 27, 2019.

Sherry Lynn Sims

Secretary/Executive Director