

**Administration Building**  
**125 Chestnut Street, Boonton, NJ 07005**

**Regular Board Meeting**

**MINUTES**

**Wednesday, September 28, 2016**



**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 7:20PM 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		ABSENT
Paul Nevadomski, Commissioner	PRESENT	
Lynn Schinman, Commissioner	PRESENT	
Mildred Ariemma, Commissioner	PRESENT	

**Others Present**

**Sherry Sims,**

**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 into 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 13, 2016 and in the Citizen of Morris County Newspaper on January 13, 2016 for** the new calendar year of **2016**.

## **MINUTES**

**BE IT RESOLVED THAT**, the Board of Commissioners of the Housing Authority of the Town of Boonton **tabled/approved** the **Minutes** for the following months:

Commissioner Nevadomski motioned to table the minutes for **May 25, 2016**; **Commissioner Dolce second the motion. All Commissioners present voted in the affirmative.**

**Commissioner Nevadomski motioned to approve the minutes, March 2, 2016 and July 27, 2016. Commissioner Dolce seconded the motion. All Commissioners present voted in the affirmative.**

## **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) **July & August 2016.**

**Commissioner Ariemma motioned to approve the bills and vouchers. Commissioner Nevadomski seconded the motion. All Commissioners present voted in the affirmative and the bills are paid.**

## **REPORT OF SECRETARY/TREASURER**

### **CORRESPONDENCE**

### **OLD BUSINESS**

### **NEW BUSINESS**

NJNAHRO Training/Fall Conference 11/14-16, 2016 - Tropicana

Pipe broke at Riverview Apartments – emergency response on 9/16/2016

Preparing to close all books for year end 9/30/2016

REAC Inspection scheduled 9/30/2016

Purging the waiting list end date– 9/27/2016

Open the Waiting List October 11 – Close Nov 14, 2016

DOL Semi Annual Report submitted

SEMAP FYE report due Nov 29, 2016

**RESOLUTIONS**

**Resolution # 1931**

**Resolution to adopt the Annual Boonton Housing Authority Budget for State Approval effective October 1, 2016-September 30, 2017.**

**RESOLUTION #1931 RESOLUTION TO ADOPT THE 2016-2017 BOONTON HOUSING AUTHORITY BUDGET FOR SUBMISSION TO THE STATE OF NEW JERSEY FOR FISCAL YEAR BEGINNING OCTOBER 1, 2016 THROUGH SEPTEMBER 30, 2017**

**Commissioner Dolce motioned to accept Resolution 1931. Commissioner Nevadomski seconded the motion. All Commissioners present voted in the affirmative.**

BE IT THEREFORE RESOLVED THAT the Commissioners for the Housing Authority of the Town of Boonton has reviewed and adopted Resolution #1900 NJ State Budget for fiscal year 2016-2017 at the open public meeting on September 27, 2016,

**BOONTON HOUSING AUTHORITY**

<b>COMMISSIONERS</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Amjad Rashid, Chairperson	x			
Ginny Dolce, Vice Chairperson	x			
Stephen F. Stross, Jr, Commissioner				x
Paul Nevadomski, Commissioner	x			
Lynn Schinman, Commissioner	x			
Mildred Ariemma, Commissioner	x			

**A roll call was taken and all Commissioners voted in the affirmative. Resolution 1931 was passed.**

**Resolution #1932**

**Resolution by the Board of Commissioners to Open the  
Waiting List effective October 11, 2016 and Close November  
14, 2016**

**RESOLUTION # 1932 RESOLUTION TO OPEN THE PUBLIC HOUSING AND HOUSING CHOICE VOUCHER WAITING LIST EFFECTIVE October 11, 2016 AND CLOSE ON November 14, 2016 VIA THE BOONTON HOUSING AUTHORITY WEBSITE ONLY**

**Commissioner Dolce motioned to approve Resolution 1932; and Commissioner Ariemma seconded the motion. All Commissioners present voted in the affirmative.**

**WHEREAS**, the Board of Commissioners of the Housing Authority of the Town of Boonton authorize and approve the opening of the waiting list; and

**WHEREAS**, the public notice, as follows, will be run in the newspaper:

The Town of Boonton Housing Authority announces the opening of its acceptance of preliminary application for the waiting list for persons who live and/or work in the State of New Jersey on October 11, 2016 starting at 8:30AM. The waiting list will close on, November 14, 2016 2 at 5:00PM. **Preliminary applications for the waiting list will ONLY be available on the internet, on-line at [www.boontonhousing.org](http://www.boontonhousing.org). Once the pre-application is completed the pre-application must be mailed with all required attachments via U.S. postal mail. Go to the website for more detailed information. Incomplete and/or unsigned pre-applications will not be accepted or placed on the waiting list.**

Local preferences, as designated in the Boonton Housing Authority’s Administrative Plan will be verified and applied to all eligible preliminary applicants at the time the application is processed; and NOT at the time the preliminary application is placed on the waiting list.

The Housing Authority of the Town of Boonton maintains only 1 waiting list for both the Public Housing and Housing Choice Voucher Programs. When your name is reached and you are determined eligible, you will be offered whatever program assistance that is available to meet your determined eligibility needs.

Preliminary Applications for the waiting list are available and/or can be copied via the website [www.boontonhousing.org](http://www.boontonhousing.org). Reasonable accommodations will be available for the elderly, handicapped and/or disabled.

Eligible Income Limits \*

	<b>1 Person</b>	<b>2 Persons</b>	<b>3 Persons</b>	<b>4 Persons</b>
<b>V Low</b>	\$31,400.00	\$35,900.00	\$40,400.00	\$44,850.00
<b>Low</b>	\$.46,000.00	\$52,600.00	\$59,150.00	\$65,70000.00

\*more than 5 Persons will be calculated in accordance with HUD Regulations.

**THEREFORE BE IT RESOLVED THAT** the Board of Commissioners of the Town of Boonton hereby authorizes and approves the opening/closing period for the waiting list.

**A roll call was taken and all Commissioners present voted in the affirmative. Resolution #1932 was passed.**

**RESOLUTION 1933     AUTHORIZE AND APPROV THE ATTENDANCE FOR THE EXECUTIVE DIRECTOR, STAFF AND COMISSIONERS TO ATTEND THE NJNAHRO. FALL CONFERENCE ON NOVEMBER 14-17, 2016 AT THE TROPICANNA HOTEL IN ATLANTIC CITY, NJ**

**Commissioner Nevadomski motioned to approve Resolution 1933. Commissioner Dolce seconded the motion. All Commissioners present voted in the affirmative.**

**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 November 13-17, 2016 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 of the Commissioners was taken. All Commissioners present voted in affirmative. Resolution #1933 was passed.**

**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. No comments from the public.

**ADJOURNMENT**

Commissioner Nevadomski motioned to adjourn the meeting at 7:57PM. Commissioner Ariemma seconded the motion.

The Minutes of this meeting was reviewed and approved by the Board of Commissioners at the meeting held on November 23, 2016.

Sherry Sims

Executive Director/Secretary