

**BHOUSING AUTHORITY OF THE TOWN OF BOONTON  
MONTHLY MEETING**

**Administration Building  
Regular Board Meeting  
MINUTES**

**February 26, 2020**

**7:00 PM**

**OPEN PUBLIC MEETINGS ACT**

**ADEQUATE NOTICE** of this 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 December 11, 2019 and in the Citizen of Morris County Newspaper on January 15, 2020** for the new calendar year of **2020**.

**CALL MEETING TO ORDER**

The meeting will be called to order at 7:02 pm at the administration building, 125 Chestnut Street, Boonton, NJ 07005

**ROLL CALL**

<b>GINNY DOLCE, CHAIRPERSON</b>	<b>PRESENT</b>
<b>LEONARDO MOYOLI, JR., VICE-CHAIRPERSON</b>	<b>PRESENT</b>
<b>AMJAD RASHID., COMMISSIONER</b>	<b>PRESENT</b>
<b>LYNN D. SCHINMAN, COMMISSIONER</b>	<b>PRESENT</b>
<b>MILDRED ARIEMMA, COMMISSIONER</b>	<b>PRESENT</b>
<b>JAMES PLAISTED, COMMISSIONER</b>	<b>PRESENT</b>
<b>DANIEL PICCIONI, COMMISSIONER</b>	<b>PRESENT</b>

**OTHERS PRESENT:**

**Sherry Sims, Executive Director/Secretary; Attorney Corrison; Attorney Borin;,  
Dwayne Zandaroza, Cottage #4, Boonton, NJ, Tenant**

OTHERS PRESENT

**MOTION TO ADJOURN into Election of 2020 Board**

**Chairperson Dolce ask Attorney Corrison to run the election**

**Floor is open for:**

**Attorney Corrison opened the floor for the election of new officers for 2020. A request for Chairperson was made.**

**Commissioner Lynn Schinman nominated James Plaisted for Chairperson 2020. Commissioner Rashid seconded the motion. A roll call was taken. All Commissioners present voted in the affirmative. Commissioner Plaisted will be Chairperson for Calendar year 2020.**

**Commissioner Plaisted nominated Amjad Rashid for Vice-Chairperson for calendar year 2020. Commissioner Piccioni seconded the nomination. A roll call was taken. All Commissioners present voted in the affirmative. No one was opposed.**

**Roll Call for 2020 Commissioners**

Commissioner Plaisted, Chairperson  
Commissioner Rashid, Vice-Chairperson  
Commissioner Dolce  
Commissioner Moyoli, Jr.  
Commissioner Schinman  
Commissioner Ariemma  
Commissioner Piccioni

**Motion to return to Regular Meeting with new officers**

**Motion by Commissioner Piccioni**

**Second by Commissioner Moyoli, Jr.**

**All in favor or returning to the regular meeting voted in the affirmative. NO one present was opposed.**

<b>Roll Call OF COMMISSIONERS VOTE ON FINAL PASSAGE</b>									
<b>COMMISSIONER</b>	<b>AYE</b>	<b>NAY</b>	<b>N.V.</b>	<b>A.B.</b>	<b>COMMISSIONER</b>	<b>AYE</b>	<b>NAY</b>	<b>N.V.</b>	<b>A.B.</b>
Dolce	x				Piccioni	x			
Rashid	x				Schinman	x			
Plaisted	x				Moyoli	x			
Ariemma	x								

## **MINUTES**

**MOTION** by the Board of Commissioners of the Housing Authority of the Town of Boonton to Approve the Board Minutes for **October, November and December 2019**

**Motion:** Commissioner Rashid

**Second:** Commissioner Piccioni

**All members present voted in the affirmative. No one present was opposed. Minutes were passed.**

RECORD OF COMMISSIONERS VOTE ON FINAL PASSAGE									
COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
Dolce	x				Piccioni	x			
Rashid	x				Schinman	x			
Plaisted	x				Moyoli	x			
Ariemma	x								

## **APPROVAL OF THE MONTHLY SCHEDULE OF VOUCHERS/BILLS**

**MOTION** by the Board of Commissioners to approve the vouchers and bills for BHA Management and the Section 8 Housing Choice Voucher programs for the month(s) of: **October, November and December 2019**

**Motion by:** Commissioner Plaisted

**Second by:** Commissioner Piccioni

**Rollcall:**

RECORD OF COMMISSIONERS VOTE ON FINAL PASSAGE									
COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
Dolce	x				Piccioni	x			
Rashid	x				Schinman	x			
Plaisted	x				Moyoli, Jr.	x			
Ariemma	x								

## **REPORT OF EXECUTIVE DIRECTOR/ADMINISTRATOR**

- The Boonton Housing Authority received a quote for All-lines of insurance from New Jersey Joint Insurance Fund, Inc. for consideration. Attorney Borin was present at the meeting to discuss with the Board the benefit of the benefits and encouraged them to consider the proposal. If the proposal is accepted it will become effective May 1, 2020.
- Attorney Frank Borin gave overview of the status of the Streamline Application with HUD and advised the Board that the application is in process and moving forward. A conference call was held with HUD to discuss the progress. Dates have been tentatively scheduled for March 31, 2020 and November 1, 2020 to complete the conversion. He also mentioned that there are some difference between the RAD and the SVC program that need to be explained further that will impact the tenants.

Meetings/Information needs to be forwarded to tenants in ample time for them to make decisions.

- The Hot Water Boiler #1 is being recommended to be replaced. A meeting with the engineer to discuss the extent of the damages suggest replacement. Quotes for A/E were obtained to write the specifications. The BHA will identify funding on how to pay for this unexpected expense.
- The Family Self-Sufficiency (FSS) grant was awarded in the amount Salary/Benefits \$72,000.00 for salary and benefits and program needs.
- The PHA Operating Reserve Application is due HUD 52722/52923 is due 4/9/2020 and the Capitol Fund Grant CFP 2020 grant is due 3/12/2020. They will both be completed by the Fee Accountant Bill Katchen and submitted.

### **CORRESPONDENCE**

A letter was received on January 29, 2020 from HUD Newark, NJ regarding the final SEMAP Score. WE have achieved "High Performer" -93% for calendar year ending 9/30/2019.

A letter from NJHMFA was received on February 18, 2020 regarding the final Bond payoff in March 31, 202 via wire transfer in the amount of \$203,

### **OLD BUSINESS**

- Follow up on Sink-hole for resolution between Town and County is pending
- Emergency Hot Water Boiler replacement at Riverview Apartments Update
- Emergency Hot water Tank at Chestnut Cottages laundry room/tenant CC #11 Update
- Emergency repair to plumbing at Riverview to fix tenant shower and toilet
- CFP grant was approved \$133,932.00 September 30, 2020 – Fungibility for Operations
- Financial Disclosure Statement due 4/30/2020- online

### **NEW BUSINESS**

None

### **RESOLUTIONS**

**Resolution #2062 Resolution by the Board of Commissioner to appoint the Executive Director as the compliance officer for the Boonton Housing Authority in accordance with new Jersey State Statues.**

**Commissioner Rashid motioned to accept Resolution #2062 as presented. Commissioner Moyoli, Jr. seconded the motion. All Commissioners present voted in the affirmative to accept the resolution. All Commissioners present voted in the affirmative as discussed. No one was opposed.**

RECORD OF COMMISSIONERS VOTE ON FINAL PASSAGE									
COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
Dolce	x				Piccioni	x			
Rashid	x				Schinman	x			
Plaisted	x				Moyoli, Jr.	x			
Ariemma	x								

A roll call was taken. All Commissioners voted in the affirmative. Resolution #2062 was passed.

**RESOLUTION #2063 RESOLUTION BY THE BOARD OF COMMISSIONER TO AUTHHORIZE, APPROVE, RATIFY AND CONFIRM ACTIONS TAKEN TO SUBMIT THE STREAMLINE VOLUNTARY CONVERSION PROGRAM AND AUTHORIZE REDEMPTION OF EXISTING NJHMFA / CFFP AUTHORITY INDEBTEDNESS**

Commissioner Piccioni motioned to accept Resolution #2063 as presented. Commissioner Plaisted seconded the motion. All Commissioners present voted in the affirmative to accept the resolution. No one was opposed.

RECORD OF COMMISSIONERS VOTE ON FINAL PASSAGE									
COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
Dolce	x				Piccioni	x			
Rashid	x				Schinman	x			
Plaisted	x				Moyoli, Jr.	x			
Ariemma	x								

A roll call was taken. All Commissioners voted in the affirmative. No one was opposed. Resolution #2063 was passed.

**RESOLUTION #2064 RESOLUTION BY THE BOARD OF COMMISSIONERS TO AUTHORIZE AND AWARD THE THIRD-PARTY CONSULTANT CONTACT TO SUNBELT INDUSTRIES, INC. FOR AN AMOUNT NOT TO EXCEED \$50,000.00 FOR A TWELVE-MONTH PERIOD AS WRITTEN IN THE ATTACHED CONTRACT TERMS.**

Commissioner Plaisted motioned to accept Resolution #2064 as presented. Commissioner Schinman seconded the motion. All Commissioners present voted in the affirmative to accept the resolution. No one was opposed.

RECORD OF COMMISSIONERS VOTE ON FINAL PASSAGE									
COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
Dolce	x				Piccioni	x			
Rashid	x				Schinman	x			
Plaisted	x				Moyoli, Jr.	x			
Ariemma	x								

A roll call was taken. All Commissioners voted in the affirmative. No one was opposed. Resolution #2064 was passed.



**RESOLUTION #2065                      RESOLUTION BY THE BOARD OF COMMISSIONERS TO AUTHORIZE AND APPROVE ATTENDANCE TO THE NJNARO ANNUAL MEETING ON MAY 3-6,2020 IN ATLANTIC CITY FOR STAFF, COMMISSIONERS AND EXECUTIVE DIRECTOR**

Commissioner Piccioni motioned to accept Resolution #2065 as presented. Commissioner Plaisted seconded the motion. All Commissioners present voted in the affirmative to accept the resolution. No one was opposed

RECORD OF COMMISSIONERS VOTE ON FINAL PASSAGE									
COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
Dolce	x				Piccioni	x			
Rashid	x				Schinman	x			
Plaisted	x				Moyoli, Jr.	x			
Ariemma	x								

A roll call was taken. All Commissioners voted in the affirmative. No one was opposed. Resolution #2065 was passed.

**RESOLUTION #2066                      RESOLUTION TO JOIN ALL-LINES NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND EFFECTIVE MAY 1,2020- APRIL 30, 2023 EXCLUDING AUTO FOR PREMIUM AMOUNT OF \$41,921.00**

Commissioner Rashid motioned to accept Resolution #2066 as presented. Commissioner Schinman seconded the motion. All Commissioners present voted in the affirmative to accept the resolution. After further discussion and questions regarding the advantages and disadvantages between the existing insurance and NJJIF, the Board decided to change for the best interest of the Authorities future. All Commissioners present voted in the affirmative as discussed. No one was opposed.

RECORD OF COMMISSIONERS VOTE ON FINAL PASSAGE									
COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
Dolce	x				Piccioni	x			
Rashid	x				Schinman	x			
Plaisted	x				Moyoli, Jr.	x			
Ariemma	x								

A roll call was taken. All Commissioners present voted in the affirmative. No one present was opposed. Resolution 2066 was passed.

**RESOLUTION #2067 A RESOLUTOIN BY THE BOARD OF COMMISSIONERS TO ENTER INTO INDEMNITY AND TRUST AGREEMENT FOR THE NEW JERSEY PUBLIC HOUSING JOINT INSURANCE FUND EFFECTIVE MAY 1, 2020**

Commissioner Piccioni motioned to accept Resolution #2062 as presented. Commissioner Schinman seconded the motion. All Commissioners present voted in the affirmative to accept the resolution. No one was opposed.

RECORD OF COMMISSIONERS VOTE ON FINAL PASSAGE									
COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
Dolce	x				Piccioni	x			
Rashid	x				Schinman	x			
Plaisted	x				Moyoli, Jr.	x			
Ariemma	x								

A roll call was taken. All Commissioners present voted in the affirmative. No one present was opposed. Resolution #2067 was passed.

**RESOLUTION #2068      RESOLUTION BY THE BOARD OF COMMISSIONERS TO APPROVE THE WRITE OFF OF RENTAL COLLECTION LOSSES FROM TIERRA GRIFFIN, RIVERVIEW APARTMENTS, 122 PLANE ST, APT 1-B IN THE AMOUNT OF \$4,386.51**

Commissioner Rashid motioned to accept Resolution #2068 as presented. Commissioner Dolce seconded the motion. All Commissioners present voted in the affirmative to accept the resolution. All Commissioners present voted in the affirmative as discussed. No one was opposed.

RECORD OF COMMISSIONERS VOTE ON FINAL PASSAGE									
COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
Dolce	x				Piccioni	x			
Rashid	x				Schinman	x			
Plaisted	x				Moyoli, Jr.	x			
Ariemma	x								

A roll call was taken. All Commissioners present voted in the affirmative. No one present was opposed. Resolution #2068 was passed.

**RESOLUTION #2069      RESOLUTION BY THE BOARD OF COMMISSIONERS TO APPROVE AND AUTHORIZE THE EXECUTIVE DIRECTOR TO MOVE FORWARD ON OBTAINING ARCHITECT AND CONTRACTOR TO REPLACE THE DOMESTIC HOT WATER HEATER UNDER REGULATIONS AS AN EMERGENCY REPAIR**

Commissioner Rashid motioned to accept Resolution #2069 as presented. Commissioner Moyoli, Jr. seconded the motion. All Commissioners present voted in the affirmative to accept the resolution. No one was opposed.

RECORD OF COMMISSIONERS VOTE ON FINAL PASSAGE									
COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
Dolce	x				Piccioni	x			
Rashid	x				Schinman	x			
Plaisted	x				Moyoli	x			
Ariemma	x								

A roll call was taken. All Commissioners present voted in the affirmative. No one present was opposed. Resolution #2069 was passed.

**RESOLUTION #2070      RESOLUTION BY THE BOARD OF  
COMMISSIONERS TO APPROVE AND AUTHORIZE THE EXECUTIVE  
DIRECTOR TO MOVE FORWARD ON EMERGENCY REPAIR TO TENANT  
APARTMENT LEAK**

**Commissioner Rashid motioned to accept Resolution #2070 as presented.  
Commissioner Moyoli, Jr. seconded the motion. All Commissioners present voted  
in the affirmative to accept the resolution.      No one was opposed.**

RECORD OF COMMISSIONERS VOTE ON FINAL PASSAGE									
COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
Dolce	x				Piccioni	x			
Rashid	x				Schinman	x			
Plaisted	x				Moyoli	x			
Ariemma	x								

**A roll call was taken. All Commissioners present voted in the affirmative. No one present was opposed. Resolution #2070 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.

The Executive Director and the Board wants to acknowledge Dwayne Zanderosa for his willingness to volunteer to assist the Housing Authority with needed projects and observation on needed repairs on Chestnut Street

**ADJOURNMENT**

Motion to Adjourn by: Commissioner Piccioni

Seconded: Commissioner Plaisted

Time: 8:04PM

The Minutes for February 26, 2020 were approved at the Boonton Housing Authority Board meeting held on April 22, 2020.

  
Sherry L. Sims  
Secretary/Executive Director