

NOVEMBER 7, 2022  
MINUTES

The Board of Commissioners of the Housing Authority of the Borough of Belmar met on Monday, November 7, 2022 at 5:15 p.m. The requirements regarding notice of this meeting are in accordance with New Jersey's Open Public Meeting Act. The meeting was opened with a salute to the flag, followed by a moment of silence.

A roll call by the Chairperson showed the following:

Present:

Comm. Orchard  
Comm. Sharrock  
Comm. Casserly  
Comm. McCracken  
Comm. Messano

Absent:

Comm. Lynch  
Comm. Ramey

The Chairperson noting a quorum was present then called the meeting to order.

**Executive Session:**

Resolution 2022-14: Resolution Authorizing Executive Session.

Comm. Casserly moved to go into executive session. Comm. Sharrock seconded this, with the following vote:

Comm. Lynch	- Absent
Comm. Sharrock	- Yes
Comm. Orchard	- Yes
Comm. Ramey	- Absent
Comm. Casserly	- Yes
Comm. McCracken	- Yes
Comm. Messano	- Yes

Comm. Orchard moved to close executive session and re-enter public session. Comm. Sharrock seconded this, with the following vote:

Comm. Lynch	- Absent
Comm. Sharrock	- Yes
Comm. Orchard	- Yes
Comm. Ramey	- Absent
Comm. Casserly	- Yes
Comm. McCracken	- Yes
Comm. Messano	- Yes

**Approval of Minutes:**

Comm. McCracken moved that the minutes of the October 4, 2022 meeting be approved. Comm. Casserly seconded this, with the following vote:

Comm. Lynch	- Absent
Comm. Sharrock	- Yes
Comm. Orchard	- Yes
Comm. Ramey	- Absent
Comm. Casserly	- Yes
Comm. McCracken	- Yes
Comm. Messano	- Yes

**Approval of Bills:**

Review and payment of October bills by the Commissioner and certified by the Treasurer that funds are available for payment of the same, were presented to the Board for payment.

There being no other objections; Comm. Sharrock moved that the bills for November be paid as presented. This was seconded by Comm. Orchard and approved by the following roll call vote:

Comm. Lynch	- Absent
Comm. Sharrock	- Yes
Comm. Orchard	- Yes
Comm. Ramey	- Absent
Comm. Casserly	- Yes
Comm. McCracken	- Yes
Comm. Messano	- Yes

The Chairperson declared the motion carried.

**The Chairperson asked for the report from the Executive Director**

Amy Spera reported on the following on behalf of Mr. DeSantis:

- Northeast Generators will be replacing the transfer switch
- We will be going with Alternate A for the façade repair
- We received \$4800 back from the insurance company for the elevator repair
- We received the Low Loss Achievement award from our insurance company
- We have 2 vacancies in the building
- 20 residents received the Covid booster on 10/12/22
- Hud will be in on 11/22/22 to do the building inspection

**Correspondence**

None

**The Chairperson asked for Old Business**

None.

**New Business:**

Resolution 2022-15: Resolution Appointing Paul DeSantis and Authorization to Sign Contract was tabled.

Consent Agenda:

Resolution 2022-16: Resolution Approving Engineer Scope of Work For Building Façade Project

Resolution 2022-17: Resolution Appointing Elevator Consultant

Resolution 2022-18: Resolution Approving Elevator Consultant Scope of Work

Comm. Sharrock moved the above resolutions. Comm. Casserly seconded this, with the following vote:

Comm. Lynch	- Absent
Comm. Sharrock	- Yes
Comm. Orchard	- Yes
Comm. Ramey	- Absent
Comm. Casserly	- Yes
Comm. McCracken	- Yes
Comm. Messano	- Yes

### **Reports from the Commissioners**

Commissioner McCracken reported that he spoke with Dean Santa who is the head of the regional HUD office who advised that HUD is encouraging alternate ways to finance capital programs such as possibly converting to the RAD program.

### **Open Public Portion**

Mike Carl reported that Mike Carr had to remove his boat from the property because a non resident of the building complained. He asked the board to consider allowing Mike to keep his boat here as he now has to pay to store it and did not feel it was fair that he had to remove it as it did not bother any of the residents of the building.

Rich Hean reiterated what Mike Carl stated and also asked the board for their consideration in the matter.

Missy Manley asked for an update on the request for an emergency handbook. She was advised that we did create an emergency response plan with contact information.

Missy Manley mentioned that the heat is very hot and wondered if we can turn it down. She was advised that we will need to check on the guidelines.

Missy Manley stated that our defibrillator has been here for over 10 years and wants to know if it has been calibrated. She was advised that we will find out.

Missy Manley reported that on 10/19/22 they had a meet & greet with first responders. They had a nice meeting where the EMS gave tenants forms to fill out to leave on their refrigerators, the police talked about phone scams and the fire Marshall talked about fire inspections.

There being no further business before this Board; a motion was made by Commissioner Sharrock and seconded by Commissioner Casserly to close the meeting and approved by the following roll call vote:

Comm. Lynch	- Absent
Comm. Sharrock	- Yes
Comm. Orchard	- Yes
Comm. Ramey	- Absent
Comm. Casserly	- Yes
Comm. McCracken	- Yes
Comm. Messano	- Yes

The Chairperson declared the motion carried and the meeting was adjourned.