

Borough of Buena Housing Authority
County of Atlantic
State of New Jersey

Regular Meeting

January 26, 2023 at 3:00pm

The Regular Meeting of the Borough of Buena Housing Authority was called to order by Chairperson Giovinazzi on Thursday, January 26, 2023 at 3:00 pm in person at 600 Central Avenue, Minotola, NJ 08341. The meeting was held in compliance with the Open Public Meetings Act and notice of the meeting was provided to the Daily Journal and The Press of Atlantic City.

Two new Commissioners, Elizabeth Testa and Jeannine Bassetti, had been appointed and sworn in by the Borough of Buena Council. Everyone introduced themselves to Betty and Jeannine and welcomed them. They each gave a brief introduction about themselves.

Chairperson Giovinazzi read the “Sunshine Law Statement”

Roll call was taken.

The following commissioners were present:

Chairperson Giovinazzi
Vice-Chairperson Hoban
Commissioner Delano
Commissioner Petyan
Commissioner Testa
Commissioner Bassetti

The following individuals were also present: Jacqueline Jones, Executive Director; Linda Avena, Accountant; Robert DeSanto, Solicitor, Ron Miller Director of Affordable Housing; and Christine Trout, Site Manager.

Chairperson Giovinazzi called for a motion to approve the minutes from the meeting held on September 22, 2022.

Commissioner Delano made a motion and it was seconded by Commissioner Petyan. Commissioners Giovinazzi; Delano; and Petyan were in favor. Commissioners Hoban, Testa; and Bassetti abstained.

Chairperson Giovinazzi then called for the Financial Report to be given. The report was given by Linda Avena, Accountant.

Chairperson Giovinazzi then called for a motion to approve the Financial Report.

Commissioner Petyan made a motion and it was seconded by Commissioner Hoban. All were in favor.

Chairperson Giovinazzi called upon Mrs. Jones to present her Executive Report.

Vacancies

Ms. Jones reported that there are two vacancies. The units are being turned over and applicants are being processed. The waiting list remains closed.

Financial Statement at December 31, 2022

Ms. Jones stated that the Financial Statement for the period ending December 31, 2022, is included in this packet.

The Replacement for Reserve Account maintains a \$277,240 balance at 12/31/2022.

Audit for Year-Ending 3/31/2022

The audit for the year-ending 3/31/2022 is almost complete. This report has been delayed as the auditors have been waiting for the post-employment benefit figures from the State to complete the report.

As of the writing of this board report, the audit remains in review at the audit firm. The report will be forwarded to the board as soon as it is available. The auditor will attend the board meeting to present the audit report to the board. Hopefully, by the March Meeting.

Budget for Fiscal Year Beginning 4/01/2023

Ms. Jones stated the Budget for the Year Beginning April 1, 2023, and ending March 31, 2024, is included in her report for board review.

Ms. Jones also included was the Program Statistics Report from 04/2022 to 12/2022, and the Board of Commissioners Training Program Status. Included is the course schedule for selections.

Election of Officers

The Election of Officers for the year April 1, 2023, to March 31, 2024, is on the Agenda for the Board Meeting, with the effective date of the Officers to begin April 1, 2023.

There were no questions for Ms. Jones.

Election of Officers

After Mrs. Jones finished her report, the Election of Officers for the year April 1, 2023 to March 31, 2024 was held by Attorney Robert DeSanto.

Solicitor DeSanto asked for nominations for Buena Housing Authority Chairperson.

Commissioner Delano nominated Chairperson Carla Giovinazzi. There were no other nominations for Chairperson. Seconded by Commissioner Hoban. All were in favor.

Solicitor DeSanto then asked for nominations for Buena Housing Authority Vice Chairperson.

Commissioner Delano nominated Lynn Hoban. There were no other nominations for Vice-Chairperson.

Seconded by Commissioner Giovinazzi. All were in favor.

The Secretary/Treasurer is Jacqueline Jones by statute.

The following Resolutions were then presented and passed as follows:

Resolution 2023-01 Approval of Monthly Expenses September 23, 2022 thru January 26, 2023

A motion was made by Commissioner Hoban and seconded by Commissioner Delano. The motion was approved by unanimous vote.

Resolution 2023-02 Approval of Jacqueline Jones as JIF Commissioner for 2023

A motion was made by Commissioner Delano and seconded by Commissioner Hoban. The motion was approved by unanimous vote.

Resolution 2023-03 Adoption of BHA State Budget 4/1/2023 to 3/31/2024

A motion was made by Commissioner Petyan and seconded by Commissioner Hoban. The motion was approved by unanimous vote.

Resolution 2023-04 Approval of Board Meeting Dates for 2023

A motion was made by Commissioner Hoban and seconded by Commissioner Delano. The motion was approved by unanimous vote.

Resolution 2023-05 Approval of Shared Agreement Management Services w/VHA

A motion was made by Commissioner Hoban and seconded by Commissioner Delano. The motion was approved by unanimous vote.

Resolution 2023-06 Approval of JIF Insurance & Indemnity Trust Agreement NJPHA JIF

A motion was made by Commissioner Hoban and seconded by Commissioner Delano. The motion was approved by unanimous vote.

Resolution 2023-07 Approval of Legal Services 4/1/2023 – 3/31/2024

Awarded to Robert DeSanto – Gruccio, Pepper, DeSanto & Ruth, PA

A motion was made by Commissioner Petyan and seconded by Commissioner Hoban. The motion was approved by unanimous vote.

Resolution 2023-08 Approval of Fee Accountant 4/1/2023 – 3/31/2024

Awarded to Linda M. Avena, CPA, PA

A motion was made by Commissioner Petyan and seconded by Commissioner Hoban. The motion was approved by unanimous vote.

Resolution 2023-09 Approval of Auditor FYE 2023

Awarded to Bowman & Company, LLP.

A motion was made by Commissioner Hoban and seconded by Commissioner Petyan. The motion was approved by unanimous vote.

Resolution 2023-10 Approval of Designation Official Newspaper/Business Related Matters/Advertisements for Contracting Purposes/Various Other Items

Awarded to Daily Journal and Atlantic City Press

A motion was made by Commissioner Hoban and seconded by Commissioner Petyan. The motion was approved by unanimous vote.

Resolution 2023-11 Adopting Approval Risk Management Consultant

A motion was made by Commissioner Hoban and seconded by Commissioner Petyan. The motion was approved by unanimous vote.

Resolution 2023-12 Approval of Concrete Replacement Contractor (Change Order FYE 3/31/2023)

Awarded to Ricky Slade Construction (Corrected Payment)

A motion was made by Commissioner Petyan and seconded by Commissioner Hoban. The motion was approved by unanimous vote.

Resolution 2023-13 Approval Authorizing Contracts w/Approved State & National Contract Vendors

A motion was made by Commissioner Hoban and seconded by Commissioner Petyan. The motion was approved by unanimous vote.

There was no one from the Public in attendance.

Mrs. Jones asked if there were any comments from the Board Members.

Commissioner Delano made a statement that we now see that it was a good move to RAD, to be able to start necessary improvements to complex. He also spoke to the two new Commissioners and told them that the Training Classes are not as daunting as they may seem

Chairperson Giovinazzi called for a motion to adjourn the meeting.

A motion was made by Vice Chairperson Hoban and seconded by Commissioner Delano. The motion was approved by unanimous vote.

The next meeting is scheduled for Thursday, March 16, 2023, at 3:00

pm.

At 3:48pm the meeting was adjourned.

Respectfully submitted,



Jacqueline S. Jones
Executive Director