

**THE MINUTES OF THE REGULAR MEETING  
OF  
THE BOARD OF COMMISSIONERS  
OF  
THE HOUSING AUTHORITY OF THE BOROUGH OF KEANSBURG**

**WEDNESDAY, JUNE 1, 2022  
7:00 PM  
HYBRID MEETING**

The meeting was called to order by Chairperson Diane Nelson and statement read as to proper notification of the meeting given in accordance with the Open Public Meeting Act Law and with State and HUD mandated COVID-19 statements and in conformation with the emergency guidelines under the Department of Community Affairs, as follows: "Adequate Notice has been made as to the time, place, and date of the meeting and as to the nature of business to be discussed being the general business of the Authority."

**Salute to the Flag**

**Roll Call Vote:**

Present: Diane Nelson  
Carol DeBlasio  
Tammy Carrier  
Ann Commarato  
Mary Foley  
Thomas Foley

Absent:

Upon a motion made by Tammy Carrier, seconded by Mary Foley to approve minutes of the regular meeting and executive sessions held on March 09, 2022.

**VOTE**

Board Member	AYE	NAY	ABSTAIN	ABSENT
Chairperson Diane Nelson	X			
Vice Commissioner Carol DeBlasio	X			
Commissioner Tammy Carrier	X			
Commissioner Ann Commarato	X			
Commissioner Mary Foley	X			
Commissioner Tom Foley	X			

**REPORT OF THE CHAIRPERSON:** None

**REPORT OF THE EXECUTIVE DIRECTOR:**

Douglas G. Dzema reported the following:

1. Grandview Affordable Housing
2. Commissioner Council Appointee Process
3. Next Board Meeting will be changed to August 10, 2022 and will be in person
4. Cyber Security
5. Granville Update

**REPORT OF THE ASSISTANT DIRECTOR:**

**Summary of Cash:**

Checking Account – \$785,510.40 – March 2022  
\$806,878.90 – April 2022

**CORRESPONDENCE:** None

**RESOLUTIONS:**

**Resolution 06-01-22-01 - Payment of Invoices**

Chairperson: Diane Nelson submitted the following resolution:

**MOVED/SECONDED**

**Resolution moved by Commissioner: Tammy Carrier**

**Resolution seconded by Commissioner: Thomas Foley**

WHEREAS, in the course of administrating the operations of the Authority of the Housing Authority of the Borough of Keansburg expenses are incurred.

NOW THEREFORE BE IT RESOLVED by the board of commissioners of the Keansburg Housing Authority;

1. That the attached list of bills in the amount of \$10,744.75 for March 2022 and \$10,956.13 for April 2022 to be approved for payment.
2. That the proper officers of the Authority be authorized to pay all items on the list of invoices.
3. That this resolution shall take effect immediately.

**VOTE:**

<b>Board Member</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Chairperson Diane Nelson	X			
Vice Commissioner Carol DeBlasio	X			
Commissioner Tammy Carrier	X			
Commissioner Ann Commarato	X			
Commissioner Mary Foley	X			
Commissioner Tom Foley	X			

**Resolution 06-01-22-02 – To Adopt Master Technology Policy and Cyber Incident Response Plan**

Chairperson: Diane Nelson submitted the following resolution:

**MOVED/SECONDED**

**Resolution moved by Commissioner: Tammy Carrier**

**Resolution seconded by Commissioner: Carol DeBlasio**

WHEREAS, in the course of administrating the operations of the Authority of the Housing Authority of the Borough of Keansburg expenses are incurred.

NOW THEREFORE BE IT RESOLVED by the board of commissioners of the Keansburg Housing Authority;

1. That the attached Master Technology Policy and Cyber Incident Response Plan
2. That the proper officers of the Authority be authorized to adopt the Master Technology Policy and Cyber Incident Response Plan
3. That this resolution shall take effect immediately.

**VOTE:**

<b>Board Member</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Chairperson Diane Nelson	X			
Vice Commissioner Carol DeBlasio	X			
Commissioner Tammy Carrier	X			
Commissioner Ann Commarato	X			
Commissioner Mary Foley	X			
Commissioner Tom Foley	X			

**Resolution 06-01-22-03 – To Adopt Resolution for Section 8 Coordinator**

Chairperson: Diane Nelson submitted the following resolution:

**MOVED/SECONDED**

**Resolution moved by Commissioner: Tammy Carrier**

**Resolution seconded by Commissioner: Carol DeBlasio**

WHEREAS, in the course of administrating the operations of the Authority of the Housing Authority of the Borough of Keansburg expenses are incurred.

NOW THEREFORE BE IT RESOLVED by the board of commissioners of the Keansburg Housing Authority;

- 1 That the attached salary adjustment for the Section 8 Coordinator.
- 2 That the proper officers of the Authority be authorized to adopt the salary adjustment for the Section 8 Coordinator.
- 3 That this resolution shall take effect immediately.

**VOTE:**

<b>Board Member</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Chairperson Diane Nelson	X			
Vice Commissioner Carol DeBlasio	X			
Commissioner Tammy Carrier	X			
Commissioner Ann Commarato	X			
Commissioner Mary Foley	X			
Commissioner Thomas Foley	X			

**REPORT OF THE ATTORNEY:**

1. Fair Chance in Housing Act requirements for reviewing applications
2. Federal Government to disperse more funds for affordable housing.
3. Attorney, Terrence Corrison, suggested there be a motion to accept the resignation of Commissioner, Mattie Anderson.

**COMMITTEE REPORTS:**

Finance: None  
Personnel: None

**Public Session:** No comments from the public

**Unfinished Business:** None reported

**New Business:** None reported

There being no further business before the board a motion made by Tammy Carrier, seconded by Mary Foley to adjourn at 7:27 PM be approved. All in Favor.

MEETING HELD – June 01, 2022

ATTEST:



DOUGLAS G. DZEMA  
SECRETARY/EXECUTIVE DIRECTOR