

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – JULY 28, 2014

Present: Vera Fozman, Chair
Kim Terebush, Vice-Chair
Edward Kiesche, Commissioner
Dolores Lunetta-Radice, Commissioner
James Conroy, Resident Commissioner

AGENDA ITEM # 1
MEETING DATE 8/25/14

Terry Brady, Esq. HATB Legal Counsel
Michelle Rosenthal, Section 8 Coordinator

Absent: John Catalano, Commissioner
Nancy Nicholson, Acting Executive Director

Call To Order: Chair Fozman called the Regular Meeting of the Housing Authority of the Township of Brick to order at 6:30 P.M. at the David Fried Community Room. She announced that this meeting was being held in accordance with the Open Public Meetings Act of the State of New Jersey (Sunshine Law) and adequate notice has been given.

**Salute to
The Flag:** Chair Fozman led the assembly in the salute to the Flag and a brief moment of silence for those whom lost family and love ones due to war or any other circumstances.

Roll Call: Upon roll call, the following Commissioners answered present: Vice-Chair Terebush, Kiesche, Conroy, Lunetta-Radice, and Chair Fozman. Also present were Terry Brady, Esq., and Michelle Rosenthal, Section 8 Coordinator.

Item #1: Authorization by the Board of Commissioners to approve and accept minutes of the re-organizational meeting held on June 23, 2014.

There being no additions, deletions or corrections on motion by Vice-Chair Terebush and seconded by Commissioner Kiesche, the minutes were accepted as submitted. Upon roll call, all Commissioners voted "Aye".

Item #2: Authorization by the Board of Commissioners to approve and accept minutes of the regular meeting held on June 23, 2014.

There being no additions, deletions or corrections on motion by Vice-Chair Terebush and seconded by Commissioner Lunetta-Radice the minutes were accepted as submitted. Upon roll call, Vice-Chair Terebush, Commissioner Conroy, Lunetta-Radice and Chair Fozman voted "Aye". Commissioner Kiesche voted "Aye" on all except agenda item #9 in which he voted "No".

Item #3: Authorization by the Board of Commissioners to approve and accept minutes of the special meeting held on July 1, 2014.

There being no additions, deletions or corrections on motion by Commissioner Kiesche and seconded by Vice-Chair Terebush, the minutes were accepted as submitted. Upon roll call, Vice-Chair Terebush, Commissioner Conroy, Lunetta-Radice and Chair Fozman voted "Aye". Commissioner Kiesche abstained because he did not attend this meeting.

Item #4: Authorization by the Board of Commissioners to approve for payment vouchers #24628 through #24679 and Direct Deposit D000112400 through D000113700, Operating Account, July, 2014.

Motion to approve for payment vouchers pertaining to Operating Account was made by Commissioner Kiesche and seconded by Vice-Chair Terebush. The Vice-Chair had a question regarding the voucher for Federal Elevator and if this was following the Elevator inspection. Chair Fozman said it appears to be according to the dates. There was also a question in regards to landscaping performed by Collins and True Green Chemlawn by Vice-Chair Terebush. Chair Fozman said they are two different services however; the Maintenance Supervisor can give more clarification. Chair Fozman asked about the Freon that was supplied for the air conditioner unit in the community room, and she believes there is a leak. She would like a report from the Maintenance Supervisor. Upon roll call, all Commissioners voted "Aye"

Item #4A: Authorization by the Board of Commissioners to approve for payment vouchers #24680 through #24682 and Direct Deposit D000113800 through D000114400, Operating Account.

Motion to approve for additional Operating Account payment vouchers was made by Chair Terebush and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

Item #5: Authorization by the Board of Commissioners to approve for payment vouchers #26965 through #27036 and Direct Deposit D000004403 through D000004529, Section 8 Account, July, 2014.

Motion to approve for Section 8 Account payment vouchers was made by Commissioner Kiesche and seconded by Commissioner Conroy. Commissioner Kiesche asked why so many adjustments were on the voucher list. Chair Fozman said she will ask for a better explanation from the book keeper Rhoda. Upon roll call, all Commissioners voted "Aye".

Item #6: Authorization by the Board of Commissioners to approve for payment vouchers #2217 through #2221, Tenant Security Refund Account, July, 2014.

Motion to approve for payment vouchers for Security Refund Account was made by Vice Chair Terebush and seconded by Commissioner Conroy. Upon roll call, all Commissioners voted "Aye".

Item #7: Authorization by the Board of Commissioners to approve for payment vouchers #4166 through #4168, Capital Fund Program, July, 2014.

Motion to approve for payment vouchers for Capital Fund was made by Commissioner Kiesche and seconded by Commissioner Lunetta-Radice. Vice Chair Terebush asked about the renewal for Tenmast Software, she wanted clarification on it. Commissioner Kiesche said the rights belong to Tenmast and we renew for updates, and support. Upon roll call, all Commissioners voted "Aye".

Item #8: Report of the Acting Executive Director

Mrs. Rosenthal read the report for those present. Chair Fozman asked for a motion to approve the report. Commissioner Conroy made a motion to approve. Commissioner Kiesche asked for a discussion as to why the Housing Authority was going back out to bid for General Legal Services when we haven't addressed the letter of opinion from Kim Pascarella, Esq., in regards to rejecting all the bids from the last RFP. Chair Fozman said that this matter was already addressed. There was a lengthy discussion and disagreement between Commissioner Kiesche and Chair Fozman as to the way this matter was and is currently being handled. Vice-Chair Terebush seconded the motion, noting she feels more clarification and discussion needs to take place. Chair Fozman said this matter will be discussed at a later time. Mr. Brady added that a vote was not needed on the Executive Director report. Chair Fozman closed this matter and moved to the next item on the agenda.

Item #9: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick ratifying and memorializing the action taken at its June 23, 2014 meeting removing Anthony Matthews from the position of Assistant Executive Director.

Motion to approve was made by Commissioner Conroy and seconded by Commissioner Lunetta-Radice. Commissioner Kiesche went on record to say he did not agree with how this matter was handled. Upon roll call, Vice-Chair Terebush, Commissioner Conroy, Lunetta-Radice and Chair Fozman voted "Aye". Commissioner Kiesche voted "No".

Item #10: Resolution by the Board of Commissioners of the Housing Authority of the ratifying and memorializing the action taken at its June 23, 2014 meeting appointing Nancy Nicholson to the position of Assistant Executive Director.

Motion to approve was made by Commissioner Conroy and seconded by Commissioner Kiesche. Commissioner Kiesche asked if Ms. Nicholson would be compensated for the additional duties and tasks she has taken on. Chair Fozman said yes and a resolution will be presented to the Board. Upon roll call, all Commissioners voted "Aye".

Item #11: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick approving the Board of Commissioners scheduled Board Meeting Dates for period August 2014 through July 2015.

Motion to approve the Board of Commissioners scheduled Board Meeting dates for the period August 2014 through July 2015 was made by Commissioner Kiesche and seconded by Vice Chair Terebush. Upon roll call, all Commissioners voted "Aye".

Item #12: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing travel to and attendance for Commissioners and staff at New Jersey Association of Housing and Redevelopment Authorities 2014 Annual Meeting and Conference, held September 28th through September 30th, 2014.

Motion to approve was made by Commissioner Lunetta-Radice and seconded by Commissioner Conroy. Upon roll call, all Commissioners voted "Aye".

Item #13: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing travel and attendance for Commissioners and staff at the annual conference of the N.J. Chapter of the National Association of Housing and Redevelopment Officials, held November 17th thru November 20th, 2014.

Motion to approve was made by Vice-Chair Terebush and seconded by Commissioner Lunetta-Radice. Upon roll call, all Commissioners voted "Aye".

Item #14: Tenant/Applicant Status Report.

Mrs. Rosenthal read the report for those present. Motion to accept the report was made by Commissioner Conroy and seconded by Commissioner Lunetta-Radice. Upon roll call, all Commissioners voted "Aye".

Item #15: Committee Reports

A. Building and Grounds Committee

Vice-Chair read the report for those present. Motion to approve the report was made by Commissioner Lunetta-Radice and seconded by Commissioner Conroy. Upon roll call, all Commissioners voted "Aye".

Item #15: Committee Reports continued...

**B. Budget and Finance Committee
B1. Budget Comparison Report**

Chair Fozman read the report of the Budget and Finance and the Budget Comparison report for those present. Motion to approve the report was made by Commissioner Conroy and seconded by Commissioner Lunetta-Radice. Upon roll call, all Commissioners voted "Aye".

Item #16: Tenant Comments.

Several residents from Forge Pond and George Conway complained about the cleaning company. Chair Fozman said she is aware of the complaints and they will be addressed.

Allure Cawley, Forge Pond asked if Comcast Cable can be run to the TV in the Community Room. Chair Fozman said she will have the Residential Committee look into that, she also asked that the Residential and Building and Grounds Committee look into the air conditioner in the Community Room that is producing negative air. Vice-Chair Terebush said she would like a report from the maintenance supervisor and the service reports. Ms. Cawley had other complaints about the parking lot spaces. Chair Fozman said those complaints should go to the office and not wait until a Board Meeting.

Wilma Flagg, Forge Pond resident wanted to go on record and thank a fellow resident Marlene for the beautiful flowers she planted outside Forge Pond. Ms. Flagg, went on to express to the Board that the previous Director Dennis Salerno turned the Housing Authority into a disaster, however under the management of Anthony Matthews this place has been cleaned up and he has done a wonderful job. Chair Fozman thanked her for her input.

Frank Carnese, Forge Pond resident said that Mr. Matthews did a wonderful job as Executive Director and that as far as the cleaning company is concerned the residents that live in the building of Forge Pond are just slob that don't clean up after themselves. Chair Fozman thanked Mr. Carnese for his input.

Item #16: Tenant Comments (continued).....

A few tenants from Forge Pond and George Conway expressed their concern with the Exterminators that are contracted with the Housing Authority. There was a discussion in regards to the contractor. Vice-Chair Terebush said she has been receiving reports on the rooms that are being treated and she will be following up with the tenants concerns.

Rose Fiore, George Conway complained that Anthony Matthews is not over seeing the maintenance department and Ms. Nicholson is overwhelmed in the office and the Board has to re-evaluate their priorities. Commissioner Kiesche said they are in the process of hiring a new Executive Director.

Several more Forge Pond tenants led a discussion per a comment by Allure Cawley, Forge Pond resident over the Forge Pond building such as the grill that was removed, cleaning of building, bedbugs etc...Chair Fozman said that all the comments will be taken very seriously by the Board and she asked that the Residential Committee and the Building and Grounds look into the complaints.

Item #17: Report of Attorney.

Mr. Brady said the Elevator contract is still lingering out there and the Board needs to discuss re-bidding this contract at the next meeting.

Item #18: New Business

No new business to discuss.

Item #19: Resolution by the Board of Commissioners authorizing the meeting to be closed to the public for the purpose of discussing and/or reviewing matters exempt under the Public Open Meetings Act (P.L. #1975) in executive session.

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Conroy and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 8:05PM.

Adjournment


**Nancy Nicholson,
Acting Executive Director**