

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – SEPTEMBER 22, 2014

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

AGENDA ITEM # 1
MEETING DATE 10/27/14

Terry Brady, Esq. HATB Legal Counsel
Nancy Nicholson, Acting Executive Director
Michelle Rosenthal, Section 8 Coordinator

Call To Order: Chair Fozman called the Regular Meeting of the Housing Authority of the Township of Brick to order at 7:00 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, Catalano, Conroy, Lunetta-Radice, and Chair Fozman. Also present were Terry Brady, Esq., Michelle Rosenthal, Section 8 Coordinator, and Nancy Nicholson, Acting Executive Director.

Item #1: Authorization by the Board of Commissioners to approve and accept minutes of the regular meeting held on August 25, 2014.

Commissioner Kiesche asked the Chair for the report or status of the RFP for legal services. Chair Fozman said it was still not signed, and as soon as she receives it she will provide it to the Board. Commissioner Kiesche questioned the way Chair Fozman conducts her Chair position. Chair Fozman said Commissioner Kiesche was out of order and the subject on hand is to accept the minutes of the regular meeting as they are written. Motion to approve the minutes of the regular meeting held on August 25, 2014 was made by Commissioner Conroy and seconded by Commissioner Lunetta-Radice. Upon roll call, Commissioner Catalano, Lunetta-Radice, Conroy, Vice-Chair Terebush and Chair Fozman voted "Aye". Commissioner Kiesche voted "Aye" on all except for item #8 in which he voted "No".

Item #2: Authorization by the Board of Commissioners to approve for payment vouchers #24734 through #24770 and Direct Deposit D11590 through D116500, Operating Account, September, 2014.

Motion to approve operating account payment vouchers was made by Commissioner Conroy and seconded by Commissioner Lunetta-Radice. Commissioner Catalano questioned the name listed on voucher #24740, his concern was he didn't recognize it and never seen it before. Commissioner Conroy said it's his girl friend and that should not be Commissioner Catalano's concern. Ms. Nicholson explained that the name is the guest that Commissioner Conroy is attending the conference with and the housing authority was not paying for her to attend, however her name appears because of how the room was reserved. Upon roll call, all Commissioners voted "Aye".

Item #2A: Authorization by the Board of Commissioners to approve for payment vouchers 24771 through 24782 and Direct Deposit D116600 through D117200, Operating Account, September, 2014.

Motion to approve additional operating account vouchers was made by Commissioner Conroy and seconded by Vice-Chair Terebush. Commissioner Kiesche asked about the status of the Garbage pick-up. Ms. Nicholson explained that Tri-State carting agreed to extend our contract for 90 days and the price would remain the same. Upon roll call, all Commissioners voted "Aye".

Item #3: Authorization by the Board of Commissioners to approve for payment vouchers #27105 through #27169 and Direct Deposit D4590 through D4652, Section 8 Account, September, 2014.

Motion to approve Section 8 Account payment vouchers was made by Commissioner Conroy and seconded by Commissioner Lunetta-Radice. Upon roll call, all Commissioners voted "Aye".

Item #4: Authorization by the Board of Commissioners to approve for payment voucher #2223, Tenant Security Refund Account, September, 2014.

Motion to approve Tenant Security refund voucher was made by Commissioner Conroy and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

Item #5: Authorization by the Board of Commissioners to approve for payment voucher #4172, Capital Fund Program, September, 2014.

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

Item #6: Report of the Acting Executive Director

Ms. Nicholson read her report for those present. She expressed her concern to the Board that there are several contracts that have expired or are about to expire. The Board had agreed that the new Director would handle the bid specifications and the Contract and Bid Committee would meet to review all the contracts and specifications.

Item #7: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing the amendment of an inter-local service agreement with the Housing authority of the City of Passaic for shared Executive Director Services.

Commissioner Catalano had several questions as to the starting date and what has changed since the last meeting. Mr. Brady explained what had transpired and what wording had changed on the proposed contract. A lengthy discussion followed. Motion to approve the resolution authorizing the amendment of an inter-local service agreement with the Housing Authority of the City of Passaic for shared Executive Director Services was made by commissioner Conroy and seconded by Commissioner Lunetta-Radice. Upon roll call, Vice-Chair Terebush, Commissioners Conroy, Lunetta-Radice and Chair Fozman voted "Aye". Commissioner Catalano and Kiesche voted "No".

Item #8: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick adding the Executive Director to the List of Authorized Signatories to the Authority Checks.

Ms. Nicholson explained that this resolution is to speed up the process with notifying the bank that the new Executive Director could sign checks if and when he started employment at the Brick Housing Authority. Motion to approve was made by Commissioner Conroy and seconded by Commissioner Lunetta-Radice. Upon roll call, Vice-Chair Terebush, Commissioners Conroy, Lunetta-Radice and Chair Fozman voted "Aye". Commissioner Catalano and Kiesche voted "No".

Item #9: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing the Extension of the Garbage Collection Contract.

Motion to approve authorization to extend the Garbage Collection Contract was made by Commissioner Conroy and seconded by Commissioner Lunetta-Radice. Mr. Brady said that 90 days comes rather quickly and he recommended the bid be advertized soon. Upon roll call, all Commissioners voted "Aye".

Item #10: Tenant/Applicant Status Report.

Ms. Nicholson read the report for those present.

Item #11: Committee Reports

A. Building and Grounds Committee

Vice-Chair Terebush read the report for those present.

B. Budget and Finance Committee

B1. Budget Comparison Report

Commissioner Catalano read the Budget and Finance as well as the Budget Comparison report for those present.

Item #12: Tenant Comments/Public Portion.

Several tenants in Forge Pond and George Conway had complaints about the cleaning company and the bed bug situation. Chair Fozman agreed with the tenants that the cleaning was not up to par and that the bed bug situation is being handled. She also noted that the new Executive Director will address these concerns. Judy Hawks, a resident of David Fried asked the Board to take into consideration that when going out to bid for garbage and dumpsters if they could consider getting the ones that are wheelchair accessible. Chair Fozman asked that the Bids and Contracts Committee take that into consideration. Reggie Durant, Forge Pond resident asked if he could get money from the Housing Authority to start a newsletter. Mr. Brady said the Board should check with the accountant.

Item #13: Report of Attorney.

Mr. Brady discussed the Elevator contract as well, as other outstanding contracts that have expired or are due to expire. A brief discussion followed.

Item #14: New Business

Ms. Nicholson just wanted to remind those in attendance that we are still in transition and that all concerns will be addressed in due time.

Item #15: 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.

Mr. Brady said there is a new procedure for closed executive session and he will forward it to Ms. Nicholson. There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Conroy and seconded by Commissioner Lunetta-Radice. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 8:35PM.



**Nancy Nicholson,
Acting Executive Director**

Adjournment