

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

MINUTES

Present: **Kim Terebush, Chair**
 Edward Kiesche, Vice-Chairman
 John Catalano, Commissioner
 James Conroy, Resident Commissioner
 Stanley Schick, Commissioner
 Richard Dyer, Commissioner

Terry Brady, Esq. HATB Legal Counsel
 Alesia R. Watson, Executive Director
 Nancy Nicholson, Service Coordinator

Absent: **Stephen Scaturro, Commissioner**

Call To Order: Chair Terebush 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 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: Catalano, Schick, Dyer, Conroy, Vice-Chair Kiesche and Chair Terebush. Also present were Terry Brady, Esq., Alesia R. Watson, Executive Director and Nancy Nicholson, Service Coordinator.

3. Approval of the open session minutes from the regular meeting held on November 24, 2014.

Motion to approve the minutes from the regular meeting held on November 24, 2014 was made by Commissioner Conroy and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

Chair Terebush introduced the Auditor Richard Larson from the firm of Fallon and Larsen. Mr. Larson discussed in detail Operating, procurement and Housing Choice vouchers programs as well as all other pertinent items of the independent audit and answered questions from the Commissioners. He discussed the procurement findings. Commissioner Conroy asked for more details in that matter. Mr. Larson said supporting documents were not attached to a Boiler Repair and a purchase from Scoles Supply Company. He added over all it was a very good audit.

4. Treasurers Report

Mrs. Watson read the treasurers report for those present. Motion to approve all vouchers presented to the Board in the Treasurers report was made by Commissioner Conroy and seconded by Vice Chairman Kiesche. Upon roll call, all Commissioners voted "Aye".

5. Executive Directors report

Mrs. Watson read the report for those present. Commissioner Conroy asked why we are considering outsourcing payroll. Mrs. Watson gave an explanation. Mr. Furlong added that it's cost effective. Commissioner Conroy had questions concerning the cleaning company. Mrs. Watson discussed the contract registry and said the cleaning contract is up for renewal.

6. Committee Reports

Chair Terebush explained that on tonight's agenda is a resolution to amend the By-laws to incorporate the Committees and once that is done; Committee's can meet on an as needed basis.

7. Old Business

Mr. Tom Furlong updated the Board on the RAD status and explained how we are currently on a waiting list and he will keep us posted when there are any updates.

8. New Business

None to report

- Resolution 2014-12 authorizing the award of contract for Snow & Ice Removal.

Motion to approve the award of contract for Snow and Ice Removal to R. Collins landscaping was made by Vice-Chairman Kiesche and seconded by Commissioner Dyer. Mr. Brady asked n if the certifying officer signed off on availability of funds. Mrs. Watson said the funds are available. Upon roll call, all Commissioners voted “Aye”.

- Resolution 2014-13 authorizing the award of contract for Elevator Maintenance.

Motion to approve the award of contract for Elevator Maintenance to Federal Elevator Corp was made by Vice-Chairman Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners voted “Aye”.

- Resolution 2014-14 authorizing revision of the payment standards for the Section 8 Housing Choice Voucher Program.

Motion authorizing the revision of the payment standards for Section 8 Housing Choice Voucher program was made by Vice-Chairman Kiesche and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted “Aye”.

- Resolution 2014-15 authorizing appointment of a Fund Commissioner.

Motion authorizing the appointment of Alesia R. Watson, Executive Director as Fund Commissioner for the Joint Insurance Fund was made by Vice Chairman Kiesche. Commissioner Conroy seconded the motion. Upon roll call, all Commissioners voted “Aye”.

- Resolution 2014-16 authorizing submission of the Annual Independent Audit to the local finance board of the state of New Jersey.

Motion authorizing the submission of the Annual Independent Audit was made by Vice-Chairman Kiesche and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted “Aye”.

- Resolution 2014-17 authorizing Interim Acting Foreman.

Motion authorizing an interim acting foreman for maintenance was made by Commissioner Conroy and seconded by Commissioner Schick. Upon roll call, all Commissioners voted “Aye”.

- Resolution 2014-18 authorizing Personnel Changes.

Motion authorizing Personnel changes was made by Commissioner Conroy and seconded by Commissioner Schick. Upon roll call, all Commissioners voted “Aye”.

- Resolution 2014-19 authorizing the outsourcing of pay-roll.

Motion authorizing the outsourcing of pay-roll was made by Commissioner Catalano and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted “Aye”.

- Resolution 2014-20 amending the Board of Commissioners By-Laws.

Motion to approve the amending of the Board of Commissioner By-Laws to incorporate the Committees was made by Commissioner Conroy and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted “Aye”.

9. Public Input

Several tenants thanked the Board, Mrs. Watson and the staff for the excellent Christmas Party breakfast and how much they thoroughly enjoyed it much more than years past.

Commissioner Conroy pointed out that many tenants are upset that their food stamps have been cut. He also mentioned that he received several complaints regarding the process that takes place when the Food Bank distributes food. He suggested that a representative from Social Services come and have discussion with tenants on both these matters. Ms. Carmella Gigolo, Forge Pond resident said she went to Social Services and met with a representative in regards to the food stamps and was told that because of new State Laws and the fact that we are low-income housing they are no longer entitled to the additional food stamps. Mrs. Watson said she was aware of the complaints about the food bank and its on her to do list.

10. Executive Session

No Executive Session.

11. Adjournment

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



Alesia Watson, PHM RPPO
Secretary/Assistant Executive Director