

Special Meeting
April 18, 2016

The regular meeting of the Housing Authority of the Township of Brick was held on April 18, 2016 at 6:30 PM at the David Fried Community Room, 157 Chambers Bridge Road, Brick, NJ 08723.

The meeting was called to order by Chairman Schick at 6:30PM.
The meeting began with the reading of the Sunshine Law Statement.

Upon Roll Call those present were:

Commissioner Catalano	Commissioner Dyer
Commissioner Russell	Commissioner Dunne
Commissioner Terebush	Commissioner Schick

Also present were Executive Director Alesia Watson, Tom Furlong, Fee Accountant and Terry Brady, Board Attorney.

Absent from the meeting was Commissioner Terebush.

APPROVAL OF MINUTES

Motion to approve the minutes of the minutes of the closed session held on March 21, 2016 was made by Commissioner Catalano and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

TREASURER'S REPORT

Vice Chairman Scaturro read the Treasurers report for those present.

Motion to approve for payment vouchers #28478 through #28548 and Direct Deposit D5785 through D5840, Section 8 Account was made by Commissioner Catalano and seconded by Vice Chairman Scaturro. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers #25567 through #25590, Operating Account was made by Commissioner Russell and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers #2267 through #2279, Tenant Security Account was made by Commissioner Catalano and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers #4212 through #4216, Capital Fund Program was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, Commissioners Catalano, Dyer, Scaturro and Chairman Schick voted "Aye" Commissioners Russell and Dunne voted "Aye" on all except those pertaining to their training courses.

PRESENTATION AND/OR CORRESPONDENTS

Ms. Lisa Petrosky for N/W Financial introduced herself as the representative handling the RAD Conversion Financials. She handed out for Board review the proposal from Lakeland Bank as the lender whom submitted for RAD Conversion. After a lengthy discussion, Mrs. Petrosky answered all Board member concerns in regards to using Lakeland Bank.

EXECUTIVE DIRECTORS REPORT

Mrs. Watson read her report for those present. Commissioner Scaturro had expressed his concern regarding sending a staff member to Forge Pond when the new office space is built. Mrs. Watson said she didn't have any one particular staff member in mind, however the office will be used as a working office that any staff member could utilize when they were in Forge Pond. After a lengthy discussion Chairman Schick asked that the resolution #2016-18 awarding contract to build the new office space be pulled from the agenda, he also requested agenda item 2016-14 be pulled also since the bank lender will do the appraisal.

COMMITTEE REPORT

None to report

OLD BUSINESS

Chairman Schick asked for the status of the outlets linked to the generator in Forge Pond that a tenant brought to the Boards attention at last month's meeting. Mrs. Watson said that maintenance has spoken to the tenant and advised that if the power goes out that's the only way to check. Commissioner Russell suggested that a color coded receptacle should be in every unit. Mrs. Watson agreed that this will be reviewed and rectified and she will instruct maintenance to order hospital grade outlet covers and set up and inspection for the generators to coordinate which outlets are linked to the generator. There was also a discussion regarding the property lights and a tenant issue concerning a thermostat. Mrs. Watson addressed all old business concerns.

NEW BUSINESS

- Resolution 2016-13 Introduction to the Annual and Capital Budget for the fiscal year beginning July 1, 2016 and ending June 30, 2017.

Mr. Furlong introduced the Annual and Capital Budget to the Board. He went over in detail with the Finance Committee prior to the meeting and addressed all concerns and questions with the Budget and RAD transition. Motion to approve the introduction to the Annual and Capital Budget for the FYE 6/30/17 was made by Commissioner Catalano and seconded by Commissioner Dunne. Upon roll call, all Commissioners voted "Aye".

Motion to approve was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-14 authorizing the advertisement for request for proposal Land Appraisal.

Chairman Schick pulled resolution 2016-14 from the agenda since it was explained that the RAD Lender will take care of the land appraisal.

- Resolution 2016-15 authorizing the advertisement for request for proposal for Topographic Land Survey

Motion to approve was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-16 awarding contract for lender through RAD for Capital Improvements to Lakeland Bank.

Motion to approve was made by Commissioner Dunne and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-17 awarding contract for Lawn & Landscape to R. Collins Enterprises Inc.

Motion to approve was made by Commissioner Dyer and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-18 awarding contract to build a security booth and new office space at Forge Pond to Ocean Contractors.

Chairman Schick pulled the resolution so the Board may review this more in detail with the Executive Director.

PUBLIC INPUT

None

ADJORNMENT

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 7:50PM.

Alesia R. Watson, PHM RPPO
Secretary/Assistant Executive Director