

Regular Meeting  
June 27, 2016

The regular meeting of the Housing Authority of the Township of Brick was held on June 27, 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 6:30 PM.  
The meeting began with the reading of the Sunshine Law Statement.

Upon Roll Call those present were:

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

Also present were Executive Director Alesia Watson, and Terry Brady, Board Attorney.

**PUBLIC HEARING ON BUDGET ADOPTION**

Mr. Tom Furlong, Fee Accountant for the Authority informed the Board that a Public Hearing on the Budget must be conducted prior to adopting the Annual Budget. He also noted that on tonight's agenda there is a resolution amending the introduction budget. There was no public comment.

**APPROVAL OF MINUTES**

Motion to approve the minutes of the Board of Commissioners meeting held May 23, 2016 was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, Commissioners Catalano, Russell, Terebush, Dunne, Vice Chairman Scaturro and Chairman Schick voted "Aye". Commissioners Dyer abstained.

**PRESENTATIONS:**

Mr. Bakari Lee from McManimon, Scotland & Baumann, LLC and Lisa Petrosky-Muckle from NW Financial discussed, explained and answered questions in regards to Resolution #2016-25 and Resolution #2016-31 that appear on tonight's agenda. Both are needed for the conversion in the RAD program. They thoroughly explained the process and the steps that will follow.

**TREASURER'S REPORT**

Vice Chairman Scaturro read the report for those present.

Motion to approve for payment vouchers, Section 8 Account was made by Commissioner Russell and seconded by Vice Chairman Scaturro. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers, Operating Account was made by Commissioner Russell and seconded by Vice Chairman Scaturro. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers, Capital Fund Account was made by Commissioner Russell and seconded by Vice Chairman Scaturro. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers, Tenant Security Account was made by Commissioner Russell and seconded by Vice Chairman Scaturro. Upon roll call, all Commissioners voted "Aye".

## EXECUTIVE DIRECTORS REPORT

Mrs. Watson read her report for those present.

## COMMITTEE REPORT

Commissioner Dunne reported on behalf of the Building and Grounds Committee that the dryers in George Conway have not been properly working for the past several month. He suggested that the Housing Authority get a financial analysis on purchasing washers and dryers and maintaining them in house. Mrs. Watson explained that she has been in contact with the company representative and that she will conduct a financial cost analysis to see if Commissioner Dunne recommendation is feasible.

Commissioner Russell on behalf of the By-Law committee highlighted all the changes that were made to the By-laws that will be presented as a resolution on tonight's agenda.

## OLD BUSINESS

None to report.

## NEW BUSINESS

- Resolution 2013-13 amending introduction to the Annual Budget and Capital Budget FYE 6/30/2017.

Motion to amend the introduction to the Annual Budget and Capital Budget FYE 6/30/2017 was made by Commissioner Catalano and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-24 approving the adoption of the Annual Budget and Capital Budget FYE 6/30/2017.

Motion to approving the adoption of the Annual Budget and Capital Budget FYE 6/30/2017 was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-25 authorizing the negotiation and execution of a commitment letter with Lakeland Bank in connection with the Rental Assistance Demonstration conversion of the Brick Housing Authority.

Motion to authorize the negotiation and execution of a commitment letter with Lakeland Bank in connection with the Rental Assistance Demonstration conversion of the Brick Housing Authority was made by Commissioner Russell and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-26 Resolution approving the amendment to the Brick Housing Authority By-Laws.

Motion to approve the recommended changes to the Housing Authority By-laws was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-27 approving the amendment to the Pet Policy.

Mr. Brady explained that the pet policy has been amended to incorporate service animals in accordance with the law. Motion to approve the amendment to the Pet Policy was made by Commissioner Catalano and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-28 awarding contract for a second year for garbage and recyclable services to Waste Management.

Motion to award second year contract for garbage and recyclable services to Waste Management was made by Commissioner Russell and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-29 to approve for immediate critical repairs needed to be completed prior to the Authority's conversion to RAD.

Motion to approve for critical repairs needed to be completed prior to the Authority's conversion to RAD was made by Commissioner Russell and seconded by Commissioner Dunne. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-30 authorizing write off of accounts receivable for prior tenants who ceased tenancy with amounts still due the Authority.

Motion authorizing write off of accounts receivable for prior tenants who ceased tenancy with amounts still due the Authority was made by Commissioner Catalano and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-31 authorizing the supplemental questionnaire and application to the local finance board.

Motion authorizing the supplemental questionnaire and application to the local finance board was made by Commissioner Catalano and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

## **PUBLIC INPUT**

Mr. Frank Carnesi, Forge Pond resident, complained that the door near the dumpster is broken and anyone can get in the building. Mrs. Watson said she will have maintenance check the door. Mr. Carnesi also mentioned that someone on the trespass list has been seen in the building. Mrs. Watson reiterated that residents should notify the police when they see the individual on the property.

Ms. Wilma Flagg, Forge Pond resident said there is no emergency pull cord in the laundry room so if someone should fall in the laundry room there is no way to call for help. She also noted that there are no more bags in the pet stations. Mrs. Watson said the bags have been ordered. As far as the emergency pull cord that will be considered.

Mr. Reginald Durant, Forge Pond resident complimented the beautiful changes around the complex.

**PUBLIC INPUT continued...**

Ms. Joyce Cini asked if there is an emergency plan in case of a fire in the building. Mrs. Watson, said the evacuation plan is behind every apartment door and she will send maintenance up to her apartment to go over with her.

**EXECUTIVE SESSION**

None

**RE-ORGANIZATIONAL SESSION**

Chairman Schick turned the meeting over to the Executive Director, Mrs. Waston, for the purpose of conducting election of officers.

For the office of Chairperson, Ms. Watson opened the floor for nominations.

Commissioner Catalano nominated Commissioner Schick for the position of Chairperson. Commissioner Russell seconded this nomination. There were no other nominations for Chairperson.

Commissioner Catalano made a motion to close nominations and Commissioner Russell seconded that motion. The Board indicated "Aye" to close nominations.

Upon roll call for the nomination of Stanley Schick as Chairman, all Commissioners voted "Aye".

Chairman Schick assumed the chair and opened the floor for nominations for Vice-Chairperson.

Commissioner Catalano nominated Commissioner Stephen Scaturro for the position of Vice-Chairperson. Chairman Schick seconded this nomination.

Commissioner Catalano moved to close nominations and Chairman Schick seconded that motion. The Board indicated "Aye" to close nominations.

Upon roll call for the nomination of Commissioner Stephen Scaturro as Vice-Chairman, all Commissioners voted "Aye"

**ADJORNMENT**

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Russell and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 7:52PM.

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