

Regular Meeting  
January 30, 2017

The regular meeting of the Housing Authority of the Township of Brick was held on January 30, 2017 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 Jampel	Commissioner Russell
Commissioner Terebush	Commissioner Dyer
Commissioner Dunne	Vice-Chairman Scaturro
Chairman Schick	

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

**APPROVAL OF MINUTES**

Motion to approve the minutes of the Board of Commissioners meeting December 19, 2016 was made by Commissioner Dunne and seconded by Chairman Schick. Upon roll call, Commissioners Russell, Terebush, Dunne, Vice Chairman Scaturro and Chairman Schick voted "Aye". Commissioners Jampel and Dyer abstained because they were not in attendance for this meeting.

**TREASURER'S REPORT**

Vice Chairman Scaturro read the report for those present. Motion to approve the treasurer's report was made by Commissioner Dyer and seconded by Chairman Schick. Upon roll call, Commissioners Russell, Terebush, Dyer, Dunne, Vice Chairman Scaturro and Chairman Schick voted "Aye". Commissioner Jampel abstained.

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

Motion to approve for payment vouchers, Operating Account was made by Commissioner Russell and seconded by Commissioner Dyer. Upon roll call, Commissioners Russell, Terebush, Dyer, Dunne, Vice Chairman Scaturro and Chairman Schick voted "Aye". Commissioner Jampel abstained.

Motion to approve for payment vouchers, Brick Housing Community Corp Account was made by Commissioner Russell and seconded by Chairman Schick. Upon roll call, Commissioners Russell, Terebush, Dyer, Dunne, Vice Chairman Scaturro and Chairman Schick voted "Aye". Commissioner Jampel abstained.

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

## AUDIT REVIEW:

Chairman Schick introduced Richard Larsen from the firm Novogradic & Company. Mr. Larsen reviewed the audit for the fiscal year ending 6/30/2016 with the Board. He highlighted the breakdown of the report and gave an unmodified opinion. He discussed the internal controls and the uniform guidance. Mr. Larsen also added that the finances strengthen since last year and it's a clean audit report with no findings. In closing Mr. Larsen thanked the Brick Housing Authority staff for their cooperation during the audit.

## EXECUTIVE DIRECTORS REPORT

Mrs. Watson read her report for those present. Commissioner Dunne asked if hours and compensation have been established for the security guard services. Mrs. Watson said that there is a not to exceed price and we will have to wait until bids come in. Regarding the hours of service Mrs. Watson said the first shift would be after 8PM. Commissioner Terebush asked if there was a difference in REAC inspections opposed to HCV inspections. Her concern is if there are repairs that may fall through the cracks if not noted. Mrs. Watson assured the Board that inspections of major equipment and property continue to be done, such as elevators, boilers and fire alarms that are all inspected annually. Commissioner Jampel noted that REAC inspections are somewhat subjective and that it much better to have professional services. Commissioner Terebush questioned the meeting of the Board of Trustees for the nonprofit and asked if it was advertised and does the nonprofit follow the sunshine law. A lengthy discussion followed. Commissioner Russell formally asked that the RAD Attorney, Barki Lee attend the next Board Meeting for clarification regarding the Bylaws, Board of Trustee appointments, and transparency. All Board Members, including Mrs. Watson and Mr. Brady agreed that clarification was necessary. Mr. Brady said he would contact Mr. Lee to attend the next meeting.

## COMMITTEE REPORT

Finance Committee met with the Auditor prior to the meeting to review and discuss the Audit.

## OLD BUSINESS

Mr. Brady brought to the Boards attention service issues and the contract that was entered into with Direct TV. He explained he has been in communication with their Attorney, and that he will advise the Board along the way of a resolve.

## NEW BUSINESS

- **Resolution 2017-1** certifying review and authorizing submission of the Annual Independent Audit to the Local Finance Board of the State of New Jersey.

Motion to certify the review and authorize the submission of the Annual Independent Audit to the Local Finance Board of the State of New Jersey was made by Commissioner Dunne and seconded by Vice Chairman Scaturro. Upon roll call, Commissioners Russell, Terebush, Dyer, Dunne, Vice Chairman Scaturro and Chairman Schick voted "Aye". Commissioner Jampel abstained.

- **Resolution 2017-2** authorizing the advertisement for invitation for bid for part time security guard services at Forge Pond.

Motion to approve for the advertisement for invitation for bid for part time security guard services at Forge Pond was made by Commissioner Russell and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

### **PUBLIC INPUT**

Councilwoman and liaison between the Township of Brick and the Housing Authority, Marianna Pontoriero mentioned the progress with the Community Watch Program and that she will coordinate with the Executive Director as to when the program is established in our area and will educate our residents on how the Community Watch Program works.

Sal Abazia, Forge Pond resident said he was told by Mike in maintenance that his heater could not be fixed and that he should go out a buy a heater. Mrs. Watson said she will speak to Mike and if they needed will call in a HVAC company to look at his heater. Mr. Abazia also mentioned that someone is still feeding the squirrels. Mrs. Watson said she will send the tenants a notice or discuss at the next resident meeting.

### **ADJOURNMENT**

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Dyer and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 7:41PM.

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