

Regular Meeting  
November 23, 2015

The regular meeting of the Housing Authority of the Township of Brick was held on November 23, 2015 at 6:30 PM at the David Fried Community Room, 157 Chambers Bridge Road, Brick, NJ 08723.

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

Upon Roll Call those present were:

Commissioner Catalano	Commissioner Kiesche
Commissioner Scaturro	Commissioner Dyer
Commissioner Terebush	Chairman Schick

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

**APPROVAL OF MINUTES**

Motion to approve the minutes of the October 26th regular meeting was made by Commissioner Dyer and seconded by Chairman Schick. Upon roll call, all Commissioners Catalano, Scaturro, Dyer, Vice Chairman Kiesche and Chairman Schick voted "Aye". Commissioner Terebush abstained.

**TREASURER'S REPORT**

Commissioner Scaturro read the statement of actual to budget comparison report for those present.

Motion to approve for payment vouchers #28115 through #28182 and Direct Deposit D5514 through D5567, Section 8 Account was made by Commissioner Catalano and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers #25358 through #25395, Operating Account was made by Commissioner Catalano and seconded by Commissioner Dyer. Commissioner Scaturro asked if an attempt was made to get the late fee waived from HD Supply and is inventory kept for the supplies we stock. Mrs. Watson said she would ask Rhoda to call and get the fee waived, she also added that there is an inventory on supplies. He also asked if Ocean City Maintenance Department is accountable for their time they spend in Brick. Mrs. Watson said they submit a time sheet. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers #2250 through #2251, Tenant Security Account was made by Commissioner Catalano and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers #4194 through #4196, Capital Fund Account was made by Commissioner Catalano and seconded Commissioner Terebush. Upon roll call, all Commissioners voted "Aye".

## EXECUTIVE DIRECTORS REPORT

Mrs. Watson read the Executive Directors report for those present.

## COMMITTEE REPORT

There was no new business to discuss for this period.

## OLD BUSINESS

There was no old business to report for this period.

## NEW BUSINESS

- Resolution 2015-47 authorizing the extension of the landscaping contract for one month.

Mr. Brady recited the contract law how it pertains to change orders and extensions to contracts and how it cannot exceed 20% of the contracted amount. He suggested that this should be cited on future resolutions and amounts need to be recorded. Motion to approve for the extension of the landscaping contract for one month was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-48 authorizing approval of change order to the security cameras contract.

Mr. Brady reiterated the contract law and how the change order cannot exceed 20% of the contracted amount. He will forward a resolution that the Housing Authority can use in the future for extensions and change orders. Motion to approve the change order to the security camera contract was made by Chairman Schick and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-49 authorizing the transfer of \$4,500.00 of the laundry services concession to fund the Tenant Service Account.

Motion to approve the transfer of \$4,500.00 of the laundry services concession to fund the Tenant Service Account was made by Commissioner Catalano and seconded by Commissioner Dyer. Mrs. Watson added this will be used for the tenant holiday party which is done every year. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-50 authorizing the submission of the HATB 2015 Annual Plan and an amendment to the five year plan for conversion to project based vouchers under the Rental Assistance Demonstration (RAD) Program.

Motion authorizing the submission of the HATB 2015 Annual Plan and an amendment to the five year plan for conversion to project based vouchers under the RAD Program was made by Commissioner Terebush and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-51 authorizing the HATB to execute a continued inter-agency agreement with the Ocean City Housing Authority.

Motion to approve a continued inter-agency agreement with the Ocean City Housing Authority was made by Commissioner Scaturro and seconded by Commissioner Catalano. Commissioner Scaturro asked if there were any changes. Mrs. Watson said the only change was in the compensation. There was a brief discussion. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-52 authorizing an increase in salary to Nancy Nicholson, in the senior clerk typist position.

Commissioner Terebush made a request that when Committees such as personnel meet that it be brought to the entire Boards attention so if there are questions or concerns they can be addressed prior to the Board Meeting. Motion to authorize an increase in salary to Nancy Nicholson, in the senior clerk typist position was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

### **PUBLIC INPUT**

Mr. Reginald Durant, Forge Pond resident asked if bigger bulletin boards could be purchased for the Forge Pond Complex. Mrs. Watson said this can and will be done as the renovations at Forge Pond takes place.

### **EXECUTIVE SESSION**

No need for Executive Session

### **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 7:00PM.



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