

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – JANUARY 25, 2010

Present:

George Stavrou, Chairman
Paul Hayes, Commissioner
Michael Thulen, Commissioner
John Zabriski, Commissioner
Stephen S. Scaturro, Commissioner
Wilma Flagg, Resident Commissioner
Rocco Sottarelli, Commissioner

AGENDA ITEM #

MEETING DATE

1
2-22-10

Joe Coronato, Esq. HATB Legal Counsel
Dennis Salerno, Executive Director
Tony Matthews, Council-Liaison
Nicholas Sesto, Maintenance Supervisor
Nancy Nicholson, Service Coordinator

Call To Order: Chairman George Stavrou called the Regular Meeting of the Housing Authority of the Township of Brick to order at 7:30 P.M. at David M. Fried Community Room. He 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:**

Chairman Stavrou led the assembly in the salute to the Flag.

Roll Call:

Upon roll call, the following Commissioners answered present: Hayes, Thulen, Zabriski, Scaturro, Flagg, Sottarelli and Chairman Stavrou. Also present were Joe Coronato, Esq., Dennis Salerno, Executive Director, Tony Matthews, Council-Liaison, Nicholas Sesto, Maintenance Supervisor, Administrative Assistant and Nancy Nicholson, Service Coordinator.

Item #1: Authorization by the Board of Commissioners to approve and accept minutes of meeting held on December 21, 2009.

There being no additions, deletions or corrections on motion by Commissioner Hayes and seconded by Commissioner Zabriski, the minutes were accepted as submitted. Upon roll call, all Commissioners voted "Aye".

Item #2: Authorization by the Board of Commissioners to approve for payment vouchers #21658 through #21717 and Direct Deposit D25400 through D26500, Operating Account, January 2010.

Motion to approve for payment vouchers #21658 through #21717 and Direct Deposit D25400 through D26500, Operating Account, January 2010, was made by Commissioner Flagg and seconded by Commissioner Sottarelli. Upon roll call, all Commissioners voted "Aye".

Item #3: Authorization by the Board of Commissioners to approve for payment vouchers #23045 through #23125 and Direct Deposit D431 through D488, Section 8 Account, January, 2010.

Motion to approve for payment vouchers #23045 through #23125 and Direct Deposit D431 through D488, Section 8 Account, January 2010, was made by Commissioner Zabriski and seconded by Commissioner Flagg. Upon roll call, Commissioners Thulen, Zabriski, Scaturro, Flagg, Sottarelli, and Chairman Stavrou voted "Aye". Commissioner Hayes voted "Aye" on all except for #23058 in which he abstained.

Item #4: Authorization by the Board of Commissioners to approve for payment vouchers #2073 through #2075, Tenant Security Refund Account, January, 2010.

Motion to approve for payment vouchers #2073 through #2075, Tenant Security Refund Account, January, 2010 was made by Commissioner Sottarelli and seconded by Commissioner Flagg. Upon roll call, all Commissioners voted "Aye".

Item #5: Authorization by the Board of Commissioners to approve for payment vouchers #4057 through #4062, Capital Fund Account, January, 2010.

Motion to approve for payment vouchers #4057 through #4062, Capital Fund Account, January, 2010 was made by Commissioner Zabriski and seconded by Commissioner Thulen. Commissioner Hayes asked if the Director was satisfied with the window project. Mr. Salerno said yes. Upon roll call the Commissioners Hayes, Zabriski, Flagg, Sottarelli and Chairman Stavrou voted "Aye". Commissioners Thulen and Scaturro voted "Aye" on all except voucher #4061 in which they abstained.

Item #6: Report of Executive Director

Mr. Salerno read the report for those present. Mr. Salerno noted that work orders will be done through the main office again. Commissioner Hayes asked what Mr. Snyder will be doing if he is not doing the work orders anymore. Mr. Salerno said he will be working on FSS (Family Self Sufficiency Program).

Item #7: Resolution by the Board of Commissioners authorizing write-off of accounts receivable for prior tenants who ceased tenancy with amount still due the Authority.

Motion to approve for write-off of accounts receivable for prior tenants who ceased tenancy with amount still due the authority was made by Commissioner Hayes and seconded by Commissioner Sottarelli. Upon roll call, all Commissioners voted "Aye".

Item #8: Resolution by the Board of Commissioners authorizing the execution of a Risk management consultant's agreement.

Motion to authorize the execution of a Risk Management Consultant's Agreement with Derek Johnson, of Federal Hill Risk Management was made by Commissioner Sottarelli and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #9: Tenant/Applicant Status Report.

Mrs. Nicholson read the report for those present.

Item #10: Committee Reports

A. Building and Grounds Committee

Commissioner Zabriski read the report for those present.

B. Budget and Finance Committee

Commissioner Thulen read the report for those present.

Mr. Furlong, Accountant, said he met with the Budget and Finance Committee prior to the meeting to discuss the Budget for the Fiscal Year. He mentioned that Mr. Salerno asked for additional money to complete some projects and that the money would have to come out of the reserves. He has asked the Budget and Finance Committee to authorize him to begin the process of revising the budget. Motion to approve Mr. Furlong to revise the budget was made by Commissioner Hayes and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

C. Personal Committee

None to report.

Item #11: Report of Attorney.

Mr. Coronato noted that he sent letters to some tenants who left and still owe the Authority money and depending on the outcome, lawsuits may be forthcoming.

Item #12: New Business

Mr. Salerno asked that the Board make a motion to allow him to begin the process of going out to bid for new windows at the Forge Pond building. Motion to proceed with going out to bid for windows was made by Commissioner Hayes and seconded by Commissioner Sottarelli. Upon roll call, all Commissioners voted "Aye".

Item #13: Public Portion.

Ms. Mabel Gurski, Forge Pond resident had complaints about the bed bugs and the tenants who have people living with them. Mr. Salerno added that the Housing Authority has narrowed down the bed bug situation and is very active in treating the problem with the help of Action Pest Control. Mr. Coronato added that he and Mr. Salerno are currently working on a remedy in regards to the tenants who have people living with them. Ms. Gurski also asked why the coating was not being done at Forge Pond. Mr. Salerno said that the architect recommended doing the windows first.

Commissioner Flagg thanked Nick and Commissioner Zabriski for getting the heater fixed in Forge Pond.

Item #14: Resolution by the Board of Commissioners authorizing the meeting to be closed to the public for the purpose of discussing and/or reviewing matters exempt under the Public Open Meetings Act (P.L. #1975) in executive session.

Motion to close the meeting to the public and go into Executive Session for the purpose of discussing personnel issues was made by Commissioner Hayes and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye". The meeting was closed at 8:00 P.M.

Motion to open the meeting to the public was made by Commissioner Zabriski and seconded by Commissioner Thulen. The meeting was opened at 8:30 P.M.

Recommendation to adopt the union contract was made by Commissioner Scaturro and seconded by Commissioner Thulen. Upon roll call all Commissioners voted "Aye".

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Zabriski and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye".

Adjournment



Dennis Salerno, Executive Director