

**HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK**  
**BOARD OF COMMISSIONERS MEETING – JULY 25, 2011**

**Present:** Stephen S. Scaturro, Chairman  
Michael Thulen, Vice-Chairman  
John Zabriski, Commissioner  
Paul Hayes, Commissioner  
Rocco Sottarelli, Commissioner  
Edward Kiesche, Commissioner

AGENDA ITEM # \_\_\_\_\_  
MEETING DATE 8-29-11

Nancy Nicholson, Service Coordinator

**Absent:** Dennis Salerno, Executive Director

---

**Call To Order:** Chairman Stephen Scaturro 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 Scaturro led the assembly in the salute to the Flag.

**Roll Call:** Upon roll call, the following Commissioners answered present: Hayes, Kiesche, Zabriski, Sottarelli, Thulen and Chairman Scaturro. Also present Nancy Nicholson, Service Coordinator. Absent from the meeting was Dennis Salerno, Executive Director. The Attorney no longer comes to the meeting unless requested by the Board.

**Item #1: Authorization by the Board of Commissioners to approve and accept minutes of the Re-Organizational Meeting held on June 27, 2011.**

Commissioner Zabriski pointed out that in the minutes; it indicated that Mr. Coronato was present. He was not in attendance at the Re-Organizational Meeting. Mrs. Nicholson said she will correct the minutes. Motion to approve the minutes with the change in attendance was made by Commissioner Thulen and seconded by Commissioner Sottarelli. Upon roll call, Commissioners Hayes, Zabriski, Sottarelli, Thulen and Chairman Scaturro voted "Aye". Commissioner Kiesche abstained because he was not in attendance.

**Item #2: Authorization by the Board of Commissioners to approve and accept minutes of meeting held on June 27, 2011.**

Motion to approve and accept the minutes of the meeting held on June 27, 2011 was made by Commissioner Zabriski and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye".

**Item #3: Authorization by the Board of Commissioners to approve for payment vouchers #22731 through #22789 and Direct Deposit D50100 through D51000, Operating Account, July, 2011.**

Motion to approve for payment vouchers #22731 through #22789 and Direct Deposit D50100 through D51000, Operating Account, July 2011 was made by Commissioner Thulen and seconded by Commissioner Zabriski. Commissioner Zabriski asked if voucher #22766 regarding Fire and Security and the smoke detector damage caused by leak on the roof was going to be reimbursed by the roofers. Mrs. Nicholson said she will speak to Mr. Salerno about it. Chairman Scaturro said he would like an answer on that matter as well as the outcome of voucher #22761. Upon roll call, Commissioners Kiesche, Zabriski, Sottarelli, Thulen and Chairman Scaturro voted "Aye". Commissioner Hayes voted on "Aye" except for voucher #22764 in which he abstained.

**Item #4:** Authorization by the Board of Commissioners to approve for payment vouchers #24488 through #24567 and Direct Deposit D1662 through D1733, Section 8 Account, July 2011.

Motion to approve for payment vouchers #24488 through #24567 and Direct Deposit D1662 through D1733, Section 8 Account, July 2011 was made by Commissioner Zabriski and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

**Item #5:** Authorization by the Board of Commissioners to approve for payment voucher #2117 Tenant Security Refund Account, July, 2011.

Motion to approve for payment voucher #2117, Tenant Security Refund Account was made by Commissioner Hayes and seconded by Commissioner Sottarelli. Upon roll call, all Commissioners voted "Aye".

**Item #6:** Authorization by the Board of Commissioners to approve for payment vouchers #4104 through #4105, Capital Fund Account, July, 2011.

Motion to approve for payment vouchers #4104 through #4105, Capital Fund Account, July, 2011 was made by Commissioner Thulen and seconded by Commissioner Sottarelli. Upon roll call, all Commissioners voted "Aye".

**Item #7:** Report of Executive Director

Mrs. Nicholson read the report for those present.

**Item #8: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing approval of the HATB Annual Budget and Capital Budget (FY2011/2012).**

Motion to approve the HATB Annual Budget and Capital Budget (FY2011/2012) was made by Commissioner Thulen and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

**Item #9: Resolution by the Board of commissioners of the Housing Authority of the Township of Brick approving FY2011 Capital Fund Program Annual Statement.**

Motion to approve the FY2011 Capital Fund Program Annual Statement was made by Commissioner Zabriski and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

**Item #10: Resolution by the Board of Commissioners 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 Zabriski and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye".

**Item #11: Tenant/Applicant Status Report.**

Mrs. Nicholson read the report for those present.

**Item #12: Committee Reports**

**A. Building and Grounds Committee**

Commissioner Zabriski read the report for those present.

**B. Budget and Finance Committee**

**B-1: Budget Comparison Report**

Commissioner Thulen read the report for those present.

**C. Personnel Committee**

None to report.

**Item #13: Tenant Comments.**

Several tenants from David Fried, such as Betty Coletta , 8D, Marybeth Coughlin, 10C, Ann Trione, 2B, and Lorraine Vandermark, 9A, complained about the placement of the robo cans for garbage and recyclables in David Fried. There was lengthy conversation that pursued. Chairman Scaturro said he will meet with the Building and Grounds Committee and Mr. Salerno to try to resolve this issue. Mrs. Coletta also asked about the storm drains because when it rains they float away. Commissioner Zabriski said that issue will also be looked at. Wilma Flagg, Forge Pond Resident complained that there are a lot of spiders in Forge Pond and wanted the Board to be aware of it. Jean Simons, George Conway resident asked when the elevators are going to be fixed in George Conway. Chairman Scaturro said that they have been working fine since we have a new Elevator Company.

**Item #14: Report of Attorney.**

None to report.

**Item #15:** New Business

None to report.

**Item #16:** 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 Zabriski and seconded by Commissioner Sottarelli. Upon roll call, all Commissioners voted "Aye". The meeting was closed at 6:35 P.M.

Motion to open the meeting to the public was made by Commissioner Zabriski and seconded by Commissioner Sottarelli. The meeting was opened at 7:55 P.M.

**Item #17:** Public Portion.

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Zabriski and seconded by Commissioner Sottarelli. Upon roll call, all Commissioners voted "Aye". The meeting was closed at 8:00PM

  
\_\_\_\_\_  
Dennis Salerno,  
Secretary/Executive Director

**Adjournment**