

**HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK**  
**BOARD OF COMMISSIONERS MEETING – JUNE 27, 2011**

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

AGENDA ITEM #

MEETING DATE

2  
7/25/11

Dennis Salerno, Executive Director  
Joseph Coronato, Esq. HATB Legal Counsel  
Nancy Nicholson, Service Coordinator

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**Chairman Scaturro welcomed new Commissioner Edward Kiesche.**

**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, Knight, Sottarelli, Thulen and Chairman Scaturro. Also present were Joseph Coronato, Esq., Dennis Salerno, Executive Director, and Nancy Nicholson, Service Coordinator.

**Item #1: Authorization by the Board of Commissioners to approve and accept minutes of meeting held on May 31, 2011.**

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, Commissioners Hayes, Zabriski, Knight, Sottarelli, Thulen voted "Aye". Commissioner Kiesche and Chairman Scaturro, abstained.

**Item #2: Authorization by the Board of Commissioners to approve for payment vouchers #22677 through #22727 and Direct Deposit D48900 through D5000, Operating Account, June, 2011.**

Motion to approve for payment vouchers #22677 through #22727 and Direct Deposit D48900 through D50000, Operating Account, June, 2011 was made by Commissioner Thulen and seconded by Commissioner Hayes. Upon roll call, Commissioners Kiesche, Zabriski, Knight, Sottarelli, Thulen and Chairman Scaturro voted "Aye". Commissioner Hayes voted "Aye" on all except for voucher #22701 in which he voted "No".

**Item #2A: Authorization by the Board of Commissioners to approve for payment vouchers #22728 through #22730, Operating Account, June, 2011.**

Motion to approve for payment vouchers #22728 through #22730, Operating Account, June, 2011 was made by Commissioner Thulen and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

**Item #3:** Authorization by the Board of Commissioners to approve for payment vouchers #24412 through #24487 and Direct Deposit D1589 through D1661, Section 8 Account, June 2011.

Motion to approve for payment vouchers #24412 through #24487 and Direct Deposit D1589 through D1661, Section 8 Account, June, 2011 was made by Commissioner Thulen and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

**Item #4:** Authorization by the Board of Commissioners to approve for payment vouchers #2112 through #2116, Tenant Security Refund Account, June, 2011.

Motion to approve for payment vouchers #2112 through #2116, Tenant Security Refund Account, June, 2011 was made by Commissioner Sottarelli and seconded by Commissioner Hayes. Upon roll call, all Commissioners voted "Aye".

**Item #5:** Authorization by the Board of Commissioners to approve for payment vouchers #4101 through #4103, Capital Fund Account, June, 2011.

Motion to approve for payment vouchers #4101 through #4103, Capital Fund Account, June, 2011 was made by Commissioner Thulen and seconded by Commissioner Knight. Commissioner Zabriski asked why there were two vouchers for #4102 to the same company with two different amounts. Mr. Salerno said one amount was for the B wing roof and the other was for the A and C wing roof at George Conway. He explained that the Contractor received one check, but the voucher list shows the breakdown of payments. Upon roll call, all Commissioners voted "Aye".

**Item #6:** Report of Executive Director

Mr. Salerno read his report for those present.

**Item #7: Resolution by the Board of Commissioners authorizing execution of a contract for Fee Accounting Services for the period of July 1, 2011 through June 30, 2012.**

Chairman Scaturro said that it appears the price has increased from last year. Mr. Salerno said yes, because Mr. Furlong is doing more stuff for the Authority, like attending meetings every quarter and certifying resolutions. Commissioner Hayes asked if there were other bids. Mr. Salerno said no. Motion was made by Commissioner Thulen and seconded by Commissioner Kiesche. Upon roll call, Commissioners Kiesche, Thulen and Knight voted "Aye". Commissioners Zabriski abstained. Commissioner Hayes voted Present, Commissioner Sottarelli and Chairman Scaturro voted "No".

Mr. Coronato said this resolution did not pass. Mr. Salerno asked if that means he has to go back out bid. Mr. Coronato said yes he would have to go back out to bid. Mr. Salerno said you do understand that we no longer have an accountant. Chairman Scaturro said we only received one bid and he doesn't see the problem in asking Mr. Furlong to go on a month to month for one month and rebid. Mr. Salerno asked well what if he doesn't. Mr. Coronato said then it will be emergency services. Chairman Scaturro asked that we contact Mr. Furlong and ask if he will do a month to month.

Commissioner Thulen made a motion to ask Mr. Furlong to go on a month to month, Commissioner Sottarelli seconded. Upon roll call, Commissioners Hayes, Kiesche, Zabriski, Knight, Thulen and Chairman Scaturro voted "Aye". Commissioner Sottarelli voted Present.

Mr. Coronato said we now need another motion for an emergency service in case Mr. Furlong says he will not do a month to month. Motion authorizing the Director to seek emergency services for the fee accountant in the event Mr. Furlong does not agree to a month to month was made by Commissioner Hayes and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

**Item #8:** Resolution by the Board of Commissioners authorizing execution of a contract for Administrative Legal Services for period of July 1, 2011 through June 30, 2012.

Motion to approve the execution of a contract for Administrative Legal Services for a one year period was made by Commissioner Hayes and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye".

**Item #9:** Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing award of contract for an Independent Public Audit for fiscal year ending June 30, 2011.

Motion to authorize award of contract for an Independent Public Audit for fiscal year ending June 30, 2011 was made by Commissioner Thulen and seconded by Commissioner Sottarelli. Commissioner Zabriski asked how many bids we received. Mr. Salerno said two. Commissioner Zabriski said we should expand our advertising to more than one paper. Commissioner Thulen said that would not be cost efficient. Mr. Salerno said that we are in the process of preparing a bid for a website and that stuff will be posted on the website. Upon roll call, Commissioner Hayes, Kiesche, Zabriski, Knight, Thulen and Chairman Scaturro voted "Aye". Commissioner Sottarelli voted "No".

**Item #10:** Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing award of contract for consulting services with regard to the Brick Housing Authority Public Housing and Section 8 Housing Choice Voucher programs for a one (1) year period ending June 30, 2012.

Motion to approve for consulting services with regard to the HATB public housing and section 8 housing choice voucher programs for a one year period was made by Commissioner Zabriski and seconded by Commissioner Thulen. Upon roll call, Commissioner Kiesche, Zabriski, Knight, Thulen and Chairman Scaturro voted "Aye". Commissioners Hayes and Sottarelli voted "No".

**Item #11: Resolution by the Board of Commissioners authorizing write-off of accounts receivable for prior tenants who ceased tenancy with amounts still due the Authority.**

Chairman Scaturro pointed out the amount in the first paragraph is different from the amount on the bottom. Mr. Salerno said he wasn't sure which figure was correct and that he would have to check with Ms. Homeny. Chairman Scaturro asked that a motion be made to table this resolution until the Board can be provided with the correct amount. Motion to table the resolution was made by Commissioner Hayes and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

**Item #12: Tenant/Applicant Status Report.**

Mrs. Nicholson read the report for those present.

**Item #13: 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 Scaturro read the report for those present.

**C. Personnel Committee**

None to report.

**Item #14: Tenant Comments.**

None to report.

**Item #15: Report of Attorney.**

Mr. Coronato there was a few things that he was aware of and is still working on. One, was the matter concerning Paul DeMassi and the close out documents for the fire flow pipe line at Forge Pond and the roofs at David Fried. Mr. Salerno said that without the final papers there was no guarantee or warranty on the roofs at Fried. Mr. Coronato said he strongly recommends a meeting to discuss this situation to clear it up once and for all. Chairman Scaturro agreed and said this matter has been dragging on a long time and it needs to be settled. The other matter was the Medicaid claim and lean on the Housing Authority because of an employee spouse. Mr. Coronato said he is currently working on this matter and he will report back to the Board on the status of both matters.

**Item #16: New Business**

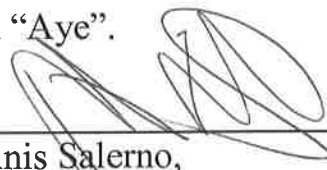
Commissioner Thulen thanked the Board, the staff and the residents for their support while he served as Chairman.

Commissioner Hayes made a motion that the July, August and December, Board of Commissioner Meetings be changed from starting at 7:30PM to now starting at 6:00PM. Commissioner Sottarelli seconded the motion. Upon roll, all Commissioners voted "Aye". The July, August and December meetings will start at 6:00PM

**Item #17: 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.**

There was no Public Comments report

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

  
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Dennis Salerno,  
Secretary/Executive Director