

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – DECEMBER 19, 2011

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

AGENDA ITEM #

MEETING DATE

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1/30/12

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

Call To Order: Chairman Scaturro called the Regular Meeting of the Housing Authority of the Township of Brick to order at 6:00 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, Zabriski, Kiesche, Costello, Sottarelli, Thulen and Chairman Scaturro. Also present were Joe Coronato, Esq., Dennis Salerno, Executive Director, Anthony Matthews, Maintenance Director and Nancy Nicholson, Service Coordinator.

Item #1: Authorization by the Board of Commissioners to approve and accept minutes of meeting held on November 28, 2011.

There being no additions, deletions or corrections on motion by Commissioner Zabriski and seconded by Commissioner Kiesche, the minutes were accepted as submitted. Upon roll call, Commissioners Zabriski, Kiesche, Costello, Sottarelli, Thulen and Chairman Scaturro voted "Aye". Commissioner Hayes abstained because he was not at the Meeting.

Item #2: Authorization by the Board of Commissioners to approve for payment vouchers #23042 through #23081 and Direct Deposit D56400 through D57000, Operating Account, December, 2011.

Chairman Scaturro asked for an explanation on voucher #23074, made out to Scoles Floorshine Industrial in the amount of \$2,200.00. Chairman Scaturro added that it seems to be a lot of money for black bags, toilet tissue and paper towels. Mr. Matthews said he went off the same purchase order from last year in January and the price was less this year. There was a discussion of how he compared pricing and he explained how going to Costco would not be cost efficient if you factor in the gas used and the administrative fee they tack on the invoice. Mr. Salerno added that this was brought to his attention from Commissioner Zabriski and that he agrees that it seems to be a lot of money and the Authority will not be ordering that way again. Mr. Matthews gave a breakdown of everything he ordered and reiterated that the last time we ordered was a year ago. Chairman Scaturro asked Mr. Matthews to monitor the use of the materials. Commissioner Thulen asked an explanation of the voucher for Hecht trailers to install a new hitch on the van; it was his understanding that we did this already. Mr. Matthew's said that they had to purchase a new kit for the van because the old one went with the old leased vehicle. Motion to approve for payment vouchers #23042 through #23081 and Direct Deposit D56400 through D57000, Operating Account, December, 2011 was made by Commissioner Thulen and seconded by Chairman Scaturro. Upon roll call, Commissioners Hayes, Kiesche, Zabriski, Costello, Sottarelli, and Chairman Scaturro voted "Aye". Commissioner Thulen voted "Aye" on all except for payment voucher #23067 in which he abstained.

Item #2A: Authorization by the Board of Commissioners to approve for payment vouchers #23082 through #23096 and Direct Deposit D57100 through D57700, Operating Account, December, 2011.

Motion to approve for payment vouchers #23082 through #23096 and Direct Deposit D57100 through D57700, Operating Account, December, 2011 was made by Commissioner Zabriski and seconded by Commissioner Kiesche. Upon roll call Commissioners Hayes and Costello and Chairman Scaturro voted "Aye". Commissioners Kiesche, Zabriski, Sottarelli and Thulen voted "Aye" on all except for voucher #23085 in which they all voted "No".

Item #3: Authorization by the Board of Commissioners to approve for payment vouchers #24883 through #24960 and Direct Deposit D2108 through D2179, Section 8 Account, December, 2011.

Chairman Scaturro said that its understanding from Mr. Salerno that voucher #24959 is to be removed from the voucher list. Mr. Salerno said that is correct, and he thanked Commissioner Zabriski for his diligence. Motion to approve for all Section 8 vouchers except for #24959 was made by Commissioner Kiesche 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 #2133 through #2135 Tenant Security Refund Account, December, 2011.

Motion to approve for payment vouchers #2133 through #2135, Tenant Security Refund Account, December, 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 #4111, Capital Fund Account, December, 2011.

Chairman Scaturro said it is his understanding this voucher will also be removed. He noted this will not be approved and it will be removed. Mr. Salerno said that is correct.

Item #6: Report of Executive Director

Mr. Salerno read his report for those present.

Item #7: Presentation from Action Termite & Pest Control

The representative from Action Termite Pest Control did not show up for the presentation.

Item #8: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick to amend the Section 8 Program Policy pertaining to repayment agreements.

Chairman Scaturro asked Mr. Salerno for an overview of this. Mr. Salerno said the situation is when people on the section 8 program do not report their income changes, and we find out; they owe the Authority money and request a repayment agreement. Commissioner Hayes asked for the Attorney's opinion. Mr. Coronato said he does think there should be a repayment; the question is how we go about it. Mr. Salerno added that the State Regulations do not require us to have repayments. Chairman Scaturro asked Mr. Salerno if he knew the policy of other Authorities regarding repayments. Mr. Salerno said that it can be offered at the sole discretion of the Authority. Mr. Coronato gave his opinion and his recommendation is repayments should go through the Board. On the recommendation of the Attorney that all repayments she be brought to the Board for approval, motion to pass this resolution with the amendment was made by Commissioner Kiesche and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye", with the amendment.

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.

Item #11: Tenant Comments.

Ms. Emma White, Forge Pond tenant asked if it's ok to take furniture from other people's apartments who moved out and are selling or throwing out their furniture. Chairman Scaturro said absolutely not, because of the bed bug situation he does not recommend taking furniture from other peoples apartments and if she see's people doing that please report it to the office. Ms. White also wanted to add that she feels that the light is not long enough for people to cross the road and there should be security patrolling the intersection. Commissioner Hayes said he recalls the time to cross the road was already adjusted. Ms. Jean Simons, George Conway resident and Ms. Eileen Hurley had similar complaints about crossing Chambers Bridge Road. Mr. Matthews said that when he was on the Town Counsel he reviewed the crossing the road situation that was a problem years ago and that the residents have to press the button to cross and use extreme caution, since we cannot control the way people drive. Commissioner Zabriski said maybe we can draft a letter to the County asking if they could install the flashing lights across the road. Chairman Scaturro said he would let Commissioner Zabriski and Mr. Matthews to handle that. Ms. Flagg, Forge Pond resident wanted to bring to the Boards attention that a man from Forge Pond was beat up crossing Chambers Bridge Road and that they also have a women at Forge Pond who is constantly drunk and has threaten tenants and it was reported to the office. Mrs. Nicholson added that she took the complaint call from Mrs. Flagg and she suggested the tenants call the police right away. Mr. Matthews said it is very important that the residents to wait to inform the office, but that they take immediate action and call the police.

Item #12: Report of Attorney.

None to report.

Item #13: New Business

Commissioner Thulen said it is his understanding that offices and personnel are moving around the building. He asked for a motion that no further changes as far as movement around the complex until the new Executive Director is hired. Motion was made by Commissioner Thulen and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".


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.

No need for executive session.

Item #15: Public Portion.

Mrs. Polloway, a George Conway resident asked if the rumors said that is not true and he has meeting set up with the current contractor to discuss complaints he received. Mrs. Betty Colletta, David Fried resident asked what happens to the money that is collected from the laundry services since there was no holiday party this year. Chairman Scaturro said he doesn't have the answer for her right now and he will get back to her.

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Zabriski and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 6:45PM.



Dennis Salerno,
Secretary/Executive Director

Adjournment