

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – NOVEMBER 28, 2011

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

AGENDA ITEM #

MEETING DATE

1
12/19/11

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

Absent: **Paul Hayes, Commissioner**

Call To Order: Chairman 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: 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. Commissioner Hayes was absent.

Item #1: Authorization by the Board of Commissioners to approve and accept minutes of meeting held on October 31, 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, and Chairman Scaturro voted "Aye". Commissioners Sottarelli and Thulen abstained because they were not at the Meeting

Item #2: Authorization by the Board of Commissioners to approve for payment vouchers #22987 through #23038 and Direct Deposit D55200 through D53600, Operating Account, November, 2011.

Motion to approve for payment vouchers #22987 through #23038 and Direct Deposit D55200 through D53600, Operating Account, November, 2011 was made by Commissioner Thulen and seconded by Commissioner Zabriski. Upon roll call, Commissioners Thulen and Chairman Scaturro voted "Aye". Commissioner Kiesche voted "Aye" on all except for payment voucher #23010 in which he abstained. Commissioner Zabriski voted "Aye" on all except payment voucher #23022 in which he abstained. Commissioner Costello voted "Aye" on all except for payment voucher #23019 in which he abstained.

Item #2A: Authorization by the Board of Commissioners to approve for payment vouchers #23039 through #23041, Operating Account, November, 2011.

Motion to approve for payment vouchers #23039 through #23041, Operating Account, November, 2011 was made by Commissioner Zabriski and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

Item #3: Authorization by the Board of Commissioners to approve for payment vouchers #24805 through #24882 and Direct Deposit D2032 through D2107, Section 8 Account, November 2011.

Motion to approve for payment vouchers #24805 through #24882 and Direct Deposit D2032 through D2107, Section 8 Account for November 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 #2128 through #2132 Tenant Security Refund Account, November, 2011.

Motion to approve for payment vouchers #2128 through #2132, Tenant Security Refund Account for November, 2011 was made by Commissioner Kiesche and seconded by Commissioner Thulen. Upon roll call, All Commissioners voted "Aye".

Item #5: Authorization by the Board of Commissioners to approve for payment voucher #4110, Capital Fund Account, November, 2011

Motion to approve for payment voucher #4110, Capital Fund Account, November, 2011 was made by Commissioner Thulen and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #6: Report of Executive Director

Mr. Salerno read his report for those present.

Item #6A: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing award of contract to Erbe Builders for the removal of snow.

Motion authorizing award of contract to Erbe Builders for the removal of snow was made by Commissioner Zabriski and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

Item #7: Tenant/Applicant Status Report.

Mrs. Nicholson read the report for those present.

Item #8: 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 budget and finance report and budget comparison report for those present.

C. Personnel Committee

Commissioner Zabriski said there a few matters that need to be discussed in closed session.

Chairman Scaturro said before we start with tenant comments he would like to talk about an old issue regarding the Channel 6 Security Channel in George Conway. Commissioner Costello, Resident Commissioner said that he went to Comcast and talked to them and that the only way tenants can view the front door security channel is if they have an AB switch. He also added that tenants have to purchase them and install them or have them installed by Comcast. The Housing Authority has had it confirmed that the signal is provided to allow channel six to be viewed, however due to changes made by Comcast Cable, the only way to view the security channel is with the AB switch. Chairman Scaturro said he hopes this helps those residents who complained that they no longer were able to receive that channel. Commissioner Costello added that he will leave an AB switch in the office, so that if any tenant would like to see what it looks like.

Item #9: Tenant Comments.

Mabel Gurski a Forge Pond resident addressed the Board regarding the problem with bed bugs in the Forge Pond building. Several other Forge Pond residents stood up to show their concern for this problem. Chairman Scaturro said he speaks on behalf of the Board and sympathizes with all the residents and reminded those in attendance that the bedbugs didn't grow in the Housing Authority, they were brought in here by the tenants that live here and that since the first report on this subject, this housing authority has been very proactive in the treatment. He informed the residents that this is a very expensive program that we are not shying away from. There was a lengthy discussion and one resident from Forge Pond, James Conroy was asked to leave the meeting by Chairman Scaturro because he was yelling obscenities at the Board and Mr. Salerno. Mr. Salerno said we have a policy and the residents are not as cooperative as they should be. Chairman Scaturro said he sees by the attendance tonight and the comments that there is a serious problem and the Board will discuss at the end of the meeting an action plan to handle this situation. Mrs. Jean Simons, George Conway resident asked Commissioner Costello if there was charge for the AB switch. Commissioner Costello said that they did not charge him, when he went to Comcast to pick it up. Florence Tillotson, George Cowney resident thanked the Board again for their donations for the Brest Cancer Walk. Commissioner Costello made the Board aware of a complaint he received prior to the meeting regarding a disciplinary problem they have in George Conway on the 4th floor and he will look into this and will keep the Board apprise. Jean Spanola, Forge Pond resident asked if there is any way to stop people from taking furniture and items from the dumpsters. Chairman Scaturro asked what she suggests we do. Mr. Matthews said that what the maintenance department has been doing is that when they see stuff at the dumpster they slash it or break it to deter the tenants from taking the stuff back in the building. Chairman Scaturro said maybe we could monitor the cameras better on the dumpsters.

Item #10: Report of Attorney.

None to report.

Item #11: New Business

None to report.

Item #12: 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 Thulen and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye". The meeting was closed at 8:10 P.M.

Motion to open the meeting to the public was made by Commissioner Kiesche and seconded by Commissioner Zabriski. The meeting was opened at 9:05 P.M.

Chairman Scaturro instructed Ms. Nicholson to write a memo to the Forge Pond tenants in regards to bed bugs. Mr. Coronato said that in the memo it should note our current policy and that the Board has approved that the Forge Pond complex be swept again with the dogs and treated as necessary, there will also be a seminar addressing this issue. Ms. Nicholson said she will draft a memo and send it to the Attorney and Chairman for final approval.

Chairman Scaturro asked for a motion to bring in Action Pest control to sweep and treat the Forge Pond building with the estimated cost of \$6,000.00 (six thousand dollars). Chairman Scaturro made the motion and Commissioner Thulen seconded. Upon roll call, all Commissioners voted "Aye".

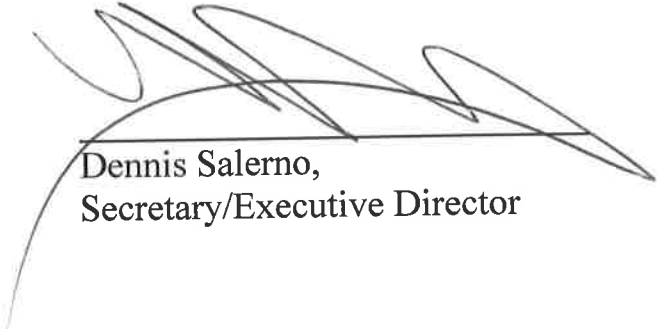
Chairman Scaturro asked for a motion to amend the By-Laws that the Executive Director cannot hire any position over \$15,000.00 (fifteen thousand) without going before the Personnel Committee and the Board of Commissioners. Motion was made by Commissioner Zabriski and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

Mr. Coronato said that a motion would be needed in regards to Mr. Salerno's accumulated unused sick time upon his retiring not to exceed \$7,500.00 (Seven Thousand Five Hundred Dollars). Mr. Coronato reiterated that there would be a cost analyze from Mr. Furlong and a verification report from Kathy as to how much time he had and authorizing her not to exceed the \$7,500.00. Motion was made by Commissioner Zabriski and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

Item #13: Public Portion.

None to report

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 9:15PM.



Dennis Salerno,
Secretary/Executive Director

Adjournment