

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – JUNE 25, 2012

Present: **Stephen S. Scaturro, Chairman**
 Edward Kiesche, Vice-Chairman
 Paul Hayes, Commissioner
 Michael Thulen Jr., Commissioner
 John Catalano, Commissioner
 Stanley Schick, Commissioner

AGENDA ITEM #

MEETING DATE

2
7/30/12

Terry Brady, Esq. HATB Legal Counsel
Joseph Coronato, Esq. HATB Legal Counsel
Anthony Matthews, Interim Executive Director
Nancy Nicholson, Service Coordinator

Absent: **James Costello, Resident 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: Hayes, Schick, Thulen, Catalano, Kiesche and Chairman Scaturro. Also present were Terry Brady, Esq., Anthony Matthews, Interim Executive Director and Nancy Nicholson, Service Coordinator. Absent from the meeting was Commissioner James Costello.

Item #1: Authorization by the Board of Commissioners to approve and accept minutes of meeting held on May 29, 2012.

There being no additions, deletions or corrections on motion by Commissioner Catalano and seconded by Commissioner Thulen, the minutes were accepted as submitted. Upon roll call, Commissioners Schick, Catalano, Thulen, Kiesche and Chairman Scaturro voted "Aye". Commissioner Hayes abstained.

Item #2: Authorization by the Board of Commissioners to approve for payment vouchers #23356 through #23402 and Direct Deposit D65400 through D66500, Operating Account, June, 2012.

Motion to approve for payment vouchers #23356 through #23402 and Direct Deposit D65400 through D66500, Operating Account, June, 2012 was made by Commissioner Kiesche and seconded by Commissioner Hayes. Chairman Scaturro asked why there was a voucher for Action Termite and Pest Control. Mr. Matthews said that we are renewing our annual termite contract with Action. Upon roll call, all Commissioners voted "Aye".

Item #3: Authorization by the Board of Commissioners to approve for payment vouchers #25337 through #25401 and Direct Deposit D2554 through D2633, Section 8 Account, June, 2012.

Motion to approve for payment vouchers #25337 through #25401 and Direct Deposit D2554 through D2633, Section 8 Account, June, 2012 was made by Commissioner Catalano and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

Item #4: Authorization by the Board of Commissioners to approve for payment vouchers #2154 through #2157, Tenant Security Refund Account, June, 2012.

Motion to approve for payment vouchers #2154 through #2157, Tenant Security Refund Account, June, 2012 was made by Commissioner Catalano 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 #4118, Capital Fund Account, June, 2012.

Motion to approve for payment voucher #4118, Capital Fund Account, June, 2012 was made by Commissioner Kiesche and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye".

Item #6: Report of Executive Director

Mr. Matthews read his report for those present.

Item #7: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick to adopting the HATB Annual Budget and Capital Budget (FY 2012/2013).

Motion to adopt the HATB Annual Budget and Capital Budget (FYE 2012/2013) was made by Commissioner Catalano and seconded by Commissioner Hayes. Upon roll call, all Commissioners voted "Aye".

Item #8: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing execution of a contract for Administrative Legal Services for the period of July 1, 2012 through June 30, 2013.

Motion authorizing execution of a contract for Administrative Legal Services for the period of July 1, 2012 through June 30, 2013 to Coronato, Brady and Kunz was made by Commissioner Hayes and seconded by Commissioner Schick. 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 execution of a contract for Fee Accounting Services for the period of July 1, 2012 through June 30, 2013.

Motion authorizing execution of a contract for Fee Accounting Services for the period of July 1, 2012 through June 30, 2013 to Thomas Furlong, was made by Commissioner Catalano and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye".

Item #10: Resolution by the Board of Commissioners of the Housing Authority of the Township of brick authorizing the execution of an interlocal services agreement with the Berkeley Township Housing Authority for 144 Section 8 Inspections.

Motion authorizing the execution of an interlocal services agreement with the Berkeley Township Housing Authority for 144 Section 8 inspections was made by Commissioner Thulen and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

Item #11: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick awarding a 2-Year contract for Electrical Services for maintenance, repairs and replacements to Starlite Electric.

Motion to award a 2-Year contract for Electrical Services for maintenance, repairs and replacements to Starlite Electric was made by Commissioner Kiesche and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye".

Item #12: 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 to approve write-off of accounts receivable for prior tenants who ceased tenancy with amounts still due the Authority was made by Commissioner Kiesche and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye".

Item #13: Tenant/Applicant Status Report.

Ms. Nicholson read the report for those present.

Item #14: Committee Reports

A. Building and Grounds Committee

Chairman Scaturro read the report for those present.

B. Budget and Finance Committee

B1. Budget Comparison Report

Commissioner Thulen read the report for those present.

Item #15: Tenant Comments.

Wilma Flagg, Forge Pond wanted it acknowledged that the grounds look beautiful now that we contracted a landscaper.

Peter Dunn, George Conway asked the Board if they would consider letting Verizon Fios come in as competition to Comcast. The topic was discussed in length and Mr. Matthews agreed to look into a meeting with representatives from both Comcast and Verizon.

Item #16: Report of Attorney.

Mr. Coronato and Mr. Brady, thanked the Board for awarding their firm with the Legal Services Contract and they look forward to representing the Housing Authority for another year.

Item #17: New Business

None to report.

Item #18: 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 being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Kiesche and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 8:30PM.



Anthony Matthews
Secretary/Assistant Executive Director

Adjournment

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS
RE-ORGANIZATIONAL MEETING – JUNE 25, 2012

Present:

Stephen S. Scaturro, Chairman
Michael Thulen Jr., Vice-Chairman
Edward Keische, Commissioner
John Catalano, Commissioner
Edward Kiesche, Commissioner
Stanley Schick, Commissiner

AGENDA ITEM #

MEETING DATE

1
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Joseph Coronato, Esq. HATB Legal Counsel
Terry Brady, Esq. HATB Legal Counsel
Anthony Matthews, Assistant Executive Director
Nancy Nicholson, Service Coordinator

Absent:

Paul Hayes, Commissioner
James Costello, Resident Commissioner

Call To Order: Chairman Scaturro, called the Re-Organizational Meeting of the Housing Authority of the Township of Brick to order at 7:05 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: Kiesche, Schick, Catalano, Thulen and Chairman Scaturro. Also present were Joseph Coronato, Esq. & Terry Brady, Esq., Anthony Matthews, Assistant Executive Director, and Nancy Nicholson, Service Coordinator. Commissioner Hayes and Costello were absent.

Mr. Matthews announced after roll call that the Resident Commissioner James Costello had moved out the complex due to health issues and will no longer be on the Board.

Item #1: Election of Officers (July 1, 2012 – June 30, 2013).

Chairman Scaturro turned the meeting over to the Attorney, Mr. Coronato, for the purpose of conducting election of officers.

Election of Chairman:

For the office of Chairperson, Mr. Coronato opened the floor for nominations.

Commissioner Thulen nominated Commissioner Stephen Scaturro for the position of Chairperson. Commissioner Kiesche seconded this nomination. There were no other nominations for Chairperson.

Commissioner Catalano made a motion to close nominations and Commissioner Thulen seconded that motion. The Board indicated "Aye" to close nominations.

Upon roll call for the nomination of Stephen Scaturro as Chairperson, all Commissioners voted "Aye".

Chairman Scaturro assumed the chair and opened the floor for nominations for Vice-Chairperson.

Election of Vice-Chairman:

Commissioner Catalano nominated Commissioner Ed Kiesche for the position of Vice-Chairperson. Commissioner Schick seconded this nomination.

Commissioner Thulen moved to close nominations and Commissioner Catalano seconded that motion. The Board indicated "Aye" to close nominations.

Upon roll call for the nomination of Commissioner Ed Kiesche as Vice-Chairman, all Commissioners voted "Aye".

Re-Organizational Meeting Minutes - June 25, 2012 continued...

Item #2: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing Duly Elected Officers to sign checks.

Motion authorizing Duly Elected Officers to sign checks was made by Commissioner Schick and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

Item #3: 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).

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Kiesche and seconded by Commissioner Thulen. The Re-Organization Meeting adjourned at 7:15 P.M. Upon roll call, all Commissioners voted "Aye".

Adjournment



Anthony Matthews,
Secretary/Assistant Executive Director