

**HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK**  
**BOARD OF COMMISSIONERS MEETING – APRIL 30, 2012**

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

AGENDA ITEM # \_\_\_\_\_  
MEETING DATE 5/29/12

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

**Absent:**       **Edward Kiesche, 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, Costello, Thulen, Catalano, 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 Edward Kiesche.

**Plaque Presentation to Former Commissioner John Zabriski**

Chairman Scaturro presented former Commissioner John Zabriski with a plaque of dedication for his time served on the Board of Commissioners for the Housing Authority of the Township of Brick. Former Commissioner Zabriski thanked the staff and the Board and said it was an honor to be part of the Housing Authority.

**Item #1: Authorization by the Board of Commissioners to approve and accept minutes of meeting held on March 26, 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, all Commissioners voted "Aye".

**Item #2: Authorization by the Board of Commissioners to approve for payment vouchers #23260 through #23308 and Direct Deposit D63000 through D64100, Operating Account, April, 2012.**

Motion to approve for payment vouchers #23260 through #23308 and Direct Deposit D63000 through D64100, Operating Account, April, 2012 was made by Commissioner Catalano and seconded by Commissioner Hayes. Commissioner Catalano asked if the Authority looked into other utility companies to cut cost. Mr. Matthews said he is looking into shared services.

**Item #3: Authorization by the Board of Commissioners to approve for payment vouchers #25196 through #25270 and Direct Deposit D2394 through D2473, Section 8 Account, April, 2012.**

Motion to approve for payment vouchers #25196 through #25270 and Direct Deposit D2394 through D2473, Section 8 Account, April, 2012 was made by Commissioner Catalano and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

**Item #4: Authorization by the Board of Commissioners to approve for payment vouchers #2146 through #2148, Tenant Security Refund Account, April, 2012.**

Motion to approve for payment vouchers #2146 through #2148, Tenant Security Refund Account, April, 2012 was made by Commissioner Hayes and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye".

**Item #5: Authorization by the Board of Commissioners to approve for payment vouchers #4116 through #4117, Capital Fund Account, April, 2012.**

Motion to approve for payment vouchers #4116 through #4117, Capital Fund Account, April, 2012 was made by Commissioner Thulen and seconded by Commissioner Hayes. Upon roll call, all Commissioners voted "Aye".

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

Mr. Matthews read his report for those present.

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

The Chairman introduced Mr. Tom Furlong, the Housing Authority Accountant to discuss the Budget. Mr. Furlong introduced the June 30<sup>th</sup> 2013 State Budget to the Board of Commissioners. The budget was discussed in detail with the Finance Committee last week. Upon approval by the Board the budget will be sent to the State of New Jersey Department of Community Affairs for their review and will then be returned to the Authority for adoption at the June Board meeting. He explained the budget calls for a deficit of \$32,914. This deficit is as a result of increases in utility costs and employee benefits in addition to a minimal increase in HUD subsidy. The Authority also had \$277,655 of its operating reserves recapture the Authority will be left with \$822,757 in reserves which equates to a 39% operating reserve level. HUD looks for PHA's to maintain a 40% level so the PHA is just below that number. The Board discussed the employee benefits increase and Mr. Furlong stated that the cost of retiree benefits is increasing every year and the current budget calls for an expense of approximately \$53,000. Motion to approve the introduction the HATB Annual Budget and Capital Budget (FY 2012/2013) was made by Commissioner Catalano and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye".

**Item #8: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick awarding contract for Pest Control Services.**

Motion to award contract for Pest Control Services to Freehold Pest Control Inc., 919 Route 33 – unit 33, Freehold, New Jersey was made by Commissioner Hayes and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

**Item #9: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick rejecting all bids for landscaping/grounds keeping services.**

Motion to reject the bids received for landscaping/grounds keeping and to re-bid this project was made by Commissioner Catalano and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye".

**Item #10: Tenant/Applicant Status Report.**

Mrs. Nicholson read the report for those present.

**Item #11: Committee Reports**

**A. Building and Grounds Committee**

Mr. Matthews read the report for those present.

**B. Budget and Finance Committee**

**B1. Budget Comparison Report**

Commissioner Thulen read the Budget and finance and Budget Comparison report for those present.

**Item #12: Tenant Comments.**

Ms. Marie Polloway, George Conway resident wanted to publically thank Mr. Matthews for assisting the Tenants Association and helping them retain their Bingo.

**Item #13: Report of Attorney.**

Mr. Brady said he had a matter to discuss in closed session in regards to pending litigation.

**Item #14: New Business**

None to report.

**Item #15: 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 possible litigation was made by Commissioner Catalano and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye". The meeting was closed at 8:11PM.

Motion to open the meeting to the public was made by Commissioner Catalano and seconded by Commissioner Hayes. The meeting was opened at 8:45PM.

Mr. Brady said during the closed session the Board made two recommendations that will be voted on.

**Item #16:** Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick creating the position of Assistant Executive Director.

Motion to approve for the creation of the position of Assistant Executive Director was made by Commissioner Hayes and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

**Item #17:** Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick appointing Anthony Matthews as Assistant Executive Director.

Motion to approve the appointment of Anthony Matthews as the Assistant Executive Director was made by Commissioner Hayes and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

**Item #16:** Public Portion.

None to report.

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Hayes and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 9:15PM.

---

Anthony Matthews  
Secretary/Interim Executive Director

**Adjournment**