

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – JULY 26, 2010

Present: Michael Thulen, Chairman
John Zabriski, Vice-Chairman
John Sansone, Commissioner
Madeline Knight, Resident Commissioner

AGENDA ITEM #

MEETING DATE

1/30/10
9/30/10

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

Absent: Stephen S. Scaturro, Commissioner
Paul Hayes, Commissioner
Rocco Sottarelli, Commissioner

Call To Order: Chairman Michael Thulen 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 Thulen led the assembly in the salute to the Flag.

Roll Call:

Upon roll call, the following Commissioners answered present: Sansone, Zabriski, Knight and Chairman Thulen. Also present were Joe Coronato, Esq., Dennis Salerno, Executive Director, and Nancy Nicholson, Service Coordinator.

Item #1: Authorization by the Board of Commissioners to approve and accept the minutes of the Re-Organizational meeting held on June 28, 2010.

Mr. Coronato said that he had a discussion with the Chairman and it has been determined that according to the By-Laws the Re-Organizational meeting was not done correctly and that the Re-Organizational meeting should of held after July 1 and according to the bylaws it's the fourth Monday of the month of July. Chairman Thulen asked if we have to schedule a new meeting and have a new vote. Mr. Coronato said that the Board can just readopt what was done at the previous meeting as far as the vote for Chairman and Vice Chair, however there was a change that was done at the last meeting regarding the signing of checks, however, that is actually a By-Law amendment and requires proper notice and a resolution amending the By-Laws, so the signing of checks must go back to the way it was previously until the Board decides if they want to do a By-law amendment. Item #2 on the Re-Organization meeting agenda would become null and void. Motion to accept agenda item #1, reaffirming the vote was made by Commissioner Sansone and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #2: Authorization by the Board of Commissioners to approve and accept the minutes of the meeting held June 28, 2010.

There being no additions, deletions or corrections on motion by Commissioner Sansone and seconded by Commissioner Zabriski, the minutes were accepted as submitted. Upon roll call, all Commissioners voted "Aye".

Item #3: Authorization by the Board of Commissioners to approve for payment vouchers #22023 through #22074 and Direct Deposit D33700 through D34800, Operating Account, July, 2010.

Motion to approve for payment vouchers #22023 through #22074 and Direct Deposit D33700 through D34800, July, Operating Account was made by Commissioner Zabriski and seconded by Commissioner Knight. Upon roll call, all Commissioners voted "Aye".

Item #3A: Authorization by the Board of Commissioners to approve for payment vouchers #22075 through #22078, Operating Account, July, 2010

Motion to approve for payment vouchers #22075 through #22078, Operating Account, July, 2010 was made by Commissioner Zabriski and seconded by Chairman Thulen. Upon roll call, all Commissioners voted "Aye".

Item #4: Authorization by the Board of Commissioners to approve for payment vouchers #23558 through #23642 and Direct Deposit D832 through D893, Section 8 Account, July, 2010.

Motion to approve for payment vouchers #23558 through #23642 and Direct Deposit D832 through D893, Section 8 Account, July, 2010 was made by Commissioner Zabriski and seconded by Chairman Thulen. Upon roll call, all Commissioners voted "Aye".

Item #5: Authorization by the Board of Commissioners to approve for payment vouchers #2093 through #2095, Tenant Security Refund Account, July, 2010.

Motion to approve for payment vouchers #2093 through #2095, Tenant Security Refund Account, July, 2010 was made by Commissioner Zabriski and seconded by Chairman Thulen. Upon roll call, all Commissioners voted "Aye".

Item #6: Authorization by the Board of Commissioners to approve for payment voucher #4071 through #4074, Capital Fund Account, July, 2010.

Motion to approve for payment voucher #4071 through #4074, Capital Fund Account, July, 2010 was made by Commissioner Knight and seconded by Chairman Thulen. Upon roll call, all Commissioners voted "Aye".

Item #7: Report of Executive Director

Mr. Salerno read his report for those present.

Item #8: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick adopting the HATB Annual Budget and Capital Budget (FY2010/2011).

Motion adopting the HATB Annual Budget and Capital Budget (FY2010/2011) was made by Commissioner Zabriski and seconded by Commissioner Sansone. 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 installation of a Solar tube day lighting system for the Authority's cottage buildings.

Motion authorizing award of contract for installation of a Solar Tube day lighting system in David Fried was made by Commissioner Sansone and seconded by Commissioner Zabriski. 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 travel and attendance at the New Jersey Association of Housing and Redevelopment Authorities 2010 Annual Meeting and Conference September 26th through September 28, 2010.

Chairman Thulen requested to also include travel to the NJ Governors Conference which will be held on the 29th. Motion to authorize travel to the NJAHRA conference and the Governors conference was made by Commissioner Sansone and seconded by Chairman Thulen. Upon roll call, all Commissioners voted "Aye".

Item #11: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick amending and adopting the smoking policy.

Motion amending and adopting the smoking policy was made by Commissioner Zabriski and seconded by Commissioner Sansone. 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

Chairman Thulen read the report for those present.

C. Personal Committee

Chairman Thulen announced that there is a personal matter that will need to be discussed in close session.

Item #14: Report of Attorney.

Mr. Coronato said to be consistent with the last meeting there were three appointments for professional services, Accounting, Audit and Attorney and the Board needs to reaffirm those three items. Chairman Thulen requested a motion to authorize and reaffirm the vote for accountant, auditor and legal services. Motion to reaffirm items 9, 10 and 11 off the agenda of the June 28th Board Meeting was made by Commissioner Zabriski and seconded by Sansone. Upon roll call, all Commissioners voted "Aye".

Commissioner Zabriski asked about the signing of checks. Mr. Coronato said as previous discussed that is considered a bylaw change and has to be adopted by proper resolution and notice of a bylaw change. Mr. Coronato also noted that the Resolution at that previous meeting that related to check signing is invalid and that check signing goes back to the way it was as stated in the bylaws.

Item #15: New Business.

Mr. Salerno asked the Board if they would consider having the Board Attorney, Mr. Coronato look over the By-laws to make sure the Housing Authority is running correctly. Mr. Coronato suggested setting up a By-Law Committee and let the Committee review the By-Laws, that way the legal fees are kept at a minimum. Mr. Salerno also would like to buy each Board Member a copy of Roberts Rules. Commissioner Zabriski made a motion to set up a Committee and also allow Mr. Salerno to purchase the Roberts Rules material for the Board. Commissioner Sansone seconded the motion. Upon roll call, all Commissioners voted "Aye".

Chairman Thulen mentioned that in regards to the Out-Of-Town Travel Policy, he reviewed it and would like to amend the policy to eliminate the subsistence allowance mentioned in item 10 of the policy. Commissioner Zabriski disagreed. Mr. Salerno said the problem that we may have is that in this economy, a lot of agency are doing away with their reimbursements of travel etc... Mr. Coronato suggested that Mr. Salerno look into the travel policy that the County and State use, and recommended using that as a guideline and then the Board could amend the policy if they choose to at the next Board Meeting.

Item #16: Public Portion.

Wilma Flagg, Forge Pond resident introduced Mary DeGroat who lives at George Conway. Ms. DeGroat won an award for her art work and Ms. Flagg thought the residents and the Board would appreciate seeing her work. Ms. Flagg also commented on the gentleman that died and Forge Pond and the incident that followed with the family breaking into the apartment, she also commented on the security cameras, the air conditioner covers and the window installation at Forge Pond. Chairman Thulen thanked Mrs. Flagg for her comments. Nancy Chase, George Conway resident asked why she cannot have an air conditioner in the window. Chairman Thulen said that because of the new windows and the air conditioner policy that was passed by the Board, it is no longer allowed unless it is the portable air conditioners. Chairman Thulen also noted that when the Forge Pond windows are replaced it will be the same policy.

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.

Motion to close the meeting to the public and go into Executive Session for the purpose of discussing personal issues was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call, all Commissioners voted "Aye". The meeting was closed at 8:20PM.

Motion to open the meeting to the public was made by Commissioner Knight and seconded by Commissioner Zabriski. The meeting was opened at 8:35PM.

Chairman Thulen added Item #18 to the agenda, resolution to empower our Executive Director to go speak to JIF on behalf of our currently resigned maintenance worker to resolve any issue that may arise. Motion to approve was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call, all Commissioners voted "Aye".

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

The meeting adjourned at 8:40PM, all Commissioners voted "Aye".



Dennis Salerno,
Executive Director