

**HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK**  
**BOARD OF COMMISSIONERS MEETING – JUNE 28, 2010**

**Present:** Michael Thulen, Chairman  
John Zabriski, Vice-Chairman  
Paul Hayes, Commissioner  
Rocco Sottarelli, Commissioner  
Madeline Knight, Resident Commissioner

AGENDA ITEM #

MEETING DATE

2  
7/20/10

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

**Absent:** Stephen S. Scaturro, 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: Hayes, Zabriski, Knight, Sottarelli, 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 minutes of meeting held on May 24, 2010.**

There being no additions, deletions or corrections on motion by Commissioner Hayes and seconded by Commissioner Zabriski, the minutes were accepted as submitted. Upon roll call, Commissioners Hayes, Zabriski, Knight, Sottarelli, and Chairman Thulen, voted "Aye". Commissioner Sansone abstained because he did not attend this meeting.

**Item #2: Authorization by the Board of Commissioners to approve for payment vouchers #21961 through #22018 and Direct Deposit D32500 through D33600, Operating Account, June, 2010.**

Motion to approve for payment vouchers #21961 through #22018 and Direct Deposit D32500 through D33600, Operating Account was made by Commissioner Sottarelli and seconded by Commissioner Hayes. Upon roll call, Commissioner Knight voted "Aye" on all. Commissioners Hayes, Zabriski, Sottarelli and Chairman Thulen voted "Aye" on all, except for payment vouchers #21993 and #22015, in which they voted "No". Commissioner Sansone abstained.

Commissioner Zabriski explained that the voucher for Eastern Sprinklers in his opinion was too expensive for the service and he will vote yes now but he will not vote that way in the future for that service. In regards to the voucher for Paul DeMassi, there are unresolved issues and the Commissioners feel that until they are resolved they should withhold the money due. Commissioner Zabriski also noted that the voucher for J&M flooring, the amount of the bill is well over the proposed price that they gave us, and the Board instructed Mr. Salerno, to discuss this with J&M and if and when J&M adjust the price to meet the proposal then they will get paid.

**Item #2A: Authorization by the Board of Commissioners to approve for payment vouchers #22019 through #22022, Operating Account, June 2010.**

Motion to approve for payment vouchers #22019 through #22022, Operating Account, June 2010, was made by Commissioner Sottarelli and seconded by Chairman Thulen, upon roll call, all Commissioners voted "Aye".

**Item #3: Authorization by the Board of Commissioners to approve for payment vouchers #23470 through #23557 and Direct Deposit D711 through D769, Section 8 Account, June, 2010.**

Motion to approve for payment vouchers #23470 through #23557 and Direct Deposit D711 through D769, Section 8 Account, June, 2010 was made by Commissioner Zabriski and seconded by Chairman Thulen. Upon roll call, Commissioner Hayes, Sansone, Knight, Sottarelli and Chairman Thulen, vote "Aye". Commissioner Zabriski voted "Aye" on all except for payment voucher #023554 in which he abstained.

**Item #4: Authorization by the Board of Commissioners to approve for payment vouchers #2091 through #2092, Tenant Security Refund Account, June, 2010.**

Motion to approve for payment vouchers #2091 through #2092, Tenant Security Refund Account, 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 voucher #4071, Capital Fund Account, June, 2010.**

Chairman Thulen noted that payment voucher #4071 was Paul DeMassi, Architect services and that it was being removed from tonight's agenda until all matters are resolved to Board satisfaction.

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

Mr. Salerno read his report for those present.

**Item #7: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick Approving FY2010 Capital Fund Program Annual Statement.**

Motion to approve FY2010 Capital Fund Program Annual statement was made by Commissioner Hayes and seconded by Commissioner Zabriski. 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 the Housing Authority to submit certification for the Public Housing Assessment System (PHAS).

Motion authorizing the Housing Authority to submit certification for the Public Housing Assessment System (PHAS) 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 execution of a contract for Administrative Legal Services for the period of July 1, 2010 through June 30, 2011.

Motion authorizing execution of a contract for Administrative Legal Services to the firm of Coronato, Brady & Kunz, was made by Commissioner Hayes and seconded by Commissioner Sottarelli. 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 execution of a contract for Fee Accounting Services for the period of July 1, 2010 through June 30, 2011.

Motion authorizing execution of a contract for Fee Accounting Services to Thomas Furlong & Associates was made by Commissioner Sottarelli and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

**Item #11:** Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick Authorizing Award of Contract for an independent Public Audit for fiscal year ending June 30, 2010.

Motion authorizing award of contract for an Independent Public Audit for fiscal year ending June 30, 2010 to Holman & Frenia, LLP was made by Commissioner Hayes and seconded by Commissioner Sottarelli. 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 amount still due the Authority.**

Motion authorizing write-off of accounts receivable for prior tenants who ceased tenancy with amount still due the Authority was made by Commissioner Zabriski and seconded by Chairman Thulen. Upon roll call, all Commissioners voted "Aye".

**Item #13: Resolution by the Board of Commissioners adopting continued membership in the Joint Insurance Fund (JIF) for the period January 1, 2011 through December 31, 2013**

Motion to approve continued membership in the Joint Insurance Fund (JIF) for the period January 1, 2011 through December 31, 2013 was made by Commissioner Knight and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

**Item #14: Tenant/Applicant Status Report.**

Mrs. Nicholson read the report for those present.

**Item #15: 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. Budget Comparison Report**

Chairman Thulen read the report for those present.

**D. Personal Committee**

Commissioner Sottarelli requested that personal issues to be discussed in closed session.

**Item #16: Report of Attorney.**

None to report.

**Item #17: New Business**

Commissioner Knight requested that additional grass be grown in front of Forge Pond. Mr. Salerno said that he is waiting for the new windows to be put in, because when the new windows were put in George Conway, the grass was all ripped up. As soon as the windows are done at Forge Pond, Mr. Salerno said he will focus on the landscaping.

**Item #18: Public Portion.**

Wilma Flagg, Forge Pond resident thanked the Board for the security cameras. She had several other complaints to discuss that tenants have come to her about, such as the on call system being a two way radio that Mr. Salerno can hear their conversations on, the resident aides having keys to the apartments and are the bed bugs under control. Chairman Thulen answered the on call system is a one way device that was set up solely for the purpose of notifying the tenants in the case of emergency, he also noted for the record that the resident aides do not have master keys whatsoever and as far as the air bed bugs those apartments that had issues are being treated accordingly. Sal Abazia, Forge Pond resident complained about a new tenant who has a dog that is reliving himself inside the building. Chairman Thulen asked if this was reported to the office. Mr. Abazia said no. Mr. Salerno said he will look into the situation and notify the tenant. Carmen Serrano, George Conway resident complained that someone is smoking pot on her floor. Mr. Salerno said for her to get him a name or call the cops so that it could be addressed accordingly.

**Item #19: 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 Sottarelli and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye". The meeting was closed at 8:05PM.

Motion to open the meeting to the public was made by Commissioner Hayes and seconded by Commissioner Sottarelli. The meeting was opened at 8:10PM.

Chairman Thulen added Item #20 to the agenda, as mentioned in Mr. Salerno's report regarding hiring another temporary resident aide, Gus DeMarinis, Forge Pond resident. Motion to approve was made by Commissioner Zabriski and seconded by Commissioner Sansone. Commissioner Hayes said he wants a 30 day notice if there is a problem. Mr. Salerno said that it's a day by day job and the residents get paid a stipend. Commissioner Hayes asked if taxes or workman's comp was being provided. Mr. Salerno said no. A lengthy discussion pursued. Mr. Salerno said that the accountant Mr. Furlong said he didn't need to take out taxes because they are receiving a stipend. Chairman Thulen requested that something in writing from the Accountant be presented to the Board. Mr. Coronato said his concern is that if one of these residents get hurt that they are covered because it could wipe out the budget if they are not. Mr. Salerno said he will get Mr. Furlong to put in writing exactly how the program works and he will call JIF to find out if there is an injury if it would be covered.

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 8:20 PM, all Commissioners voted "Aye".

# Adjournment

