

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – SEPTEMBER 20, 2010

Present: Michael Thulen, Chairman
John Zabriski, Vice-Chairman
Rocco Sottarelli, Commissioner
Stephen S. Scaturro, Commissioner
Madeline Knight, Resident Commissioner
John Sansone, Commissioner

AGENDA ITEM #

MEETING DATE

1
10-25-10

Tom Kunz, Esq. HATB Legal Counsel
Dennis Salerno, Executive Director
Nancy Nicholson, Service Coordinator

Absent: Paul Hayes, 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: Zabriski, Sansone, Scaturro, Knight, Sottarelli, and Chairman Thulen. Also present were Joe Coronato, Esq., Dennis Salerno, Executive 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 August 30, 2010.

There being no additions, deletions or corrections on motion by Commissioner Knight and seconded by Commissioner Sansone, 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 #22138 through #22182 and Direct Deposit D36100 through D37200, Operating Account, September, 2010.

Motion to approve for payment vouchers #22138 through #22182 and Direct Deposit D36100 through D37200, Operating Account, September, 2010 was made by Commissioner Scaturro and seconded by Commissioner Sottarelli. Upon roll call, all Commissioners voted "Aye".

Item #2A: Authorization by the Board of Commissioners to approve for payment vouchers #22183 through #22190, Operating Account, September, 2010.

Motion to approve for payment vouchers #22183 through #22190, Operating Account, September, 2010 was made by Commissioner Scaturro and seconded by Commissioners Sottarelli. Upon roll call, all Commissioners voted "Aye".

Item #3: Authorization by the Board of Commissioners to approve for payment vouchers #23727 through #23807 and Direct Deposit D954 through D1014, Section 8 Account, September 2010.

Motion to approve for payment vouchers #23727 through #23807 and Direct Deposit D954 through D1014, Section 8 Account, September, 2010 was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call, all Commissioners voted "Aye".

Item #4: Authorization by the Board of Commissioners to approve for payment voucher #2097, Tenant Security Refund Account, September, 2010.

Motion to approve for payment voucher #2097, Tenant Security Refund Account, September, 2010 was made by Commissioner Zabriski and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye".

Item #5: Authorization by the Board of Commissioners to approve for payment vouchers #4076 through #4077, Capital Fund Account, September, 2010.

Motion to approve for payment vouchers #4076 through #4077, Capital Fund Account, September, 2010 was made by Commissioner Sansone and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #6: Report of Executive Director

Mr. Salerno read the report for those present. He asked the Board to review the policy for air conditioner charges in Forge Pond. He explained how it is currently being calculated and how Joan Asch, the tenant Service Coordinator would like the charges to be a flat rate spread out over the year. Mr. Salerno also requested the Board review the policy regarding rent checks that are returned for non-sufficient funds. He explained to the Board that the way it is now, if a tenant bounces a check, they are never allowed to write a check to us again. The tenant must then go out and get a money-order or cashier's check to pay their rent. Mr. Salerno would like if there was a one-time forgiveness for returned checks. Commissioner Zabriski asked what the fee is for a return. Mr. Salerno said its \$25.00 dollars, but he does not believe the bank charges us. Chairman Thulen asked what is currently in our lease. Mr. Salerno said there is nothing in the lease currently but there used to be so the policy has been, if you bounce once you no longer could write a check. There was a lengthy discussion regarding both matters, and Chairman Thulen recommended that the Building and Grounds Committee and the Finance Committee meet and review, Mr. Salerno's request.

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 Scaturro said there will be no report tonight due to the fact that he asked for some specific information that he did not receive until tonight's meeting and he has not had the opportunity to review it. He assured all in attendance that moving forward he will have the requested information in a timely basis so that he can provide an accurate Budget and Finance Report. Mr. Salerno said that he had a meeting with the Accountant and that he will be at the next Board Meeting. Chairman Thulen recommended that Commissioner Scaturro meet with the Accountant prior to the next Board Meeting, and explain to the Accountant exactly what he is looking for.

C. Personal Committee

None to report.

Item #9: Report of Attorney.

None to report.

Item #10: New Business

Mr. Salerno asked Mr. Sesto, to explain the situation the Housing Authority has in regards to the fire alarm system panel at the David Fried Complex and the urgency in the need to get the situation corrected. Mr. Sesto said that the Fire Panel needs to be replaced because the existing panel is not working correctly and the Fire Department has notified us that we have 30 days to comply with the repairs. Mr. Salerno is recommending that we have Minton's Fire and Security do the emergency repairs because they are our current monitoring service. Chairman Thulen asked if there were any other bids. Mr. Sesto said that the other companies that responded said yes, however the other companies want to install another type of panel which would not be compatible or comparable to the panels in Conway or Forge Pond. He also mentioned that ADT proposed that if they install the panel we would be leasing the equipment and they want to monitor it as well. The Board discussed the pro's and con's and cost factor of using ADT monitoring service opposed to Minton's Fire and Security. Commissioner Scaturro asked if this was in the Budget. Mr. Salerno the funds are in the budget and this is an emergency. Motion to approve for Minton's Fire and Security to make the emergency repairs on the fire panel was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call, all Commissioners voted "Aye".

Item #11: Public Portion.

Ms. Marie Polloway, George Conway resident wanted to address the Board about an incident that happened when she had a conversation with Commissioner Zabriski before last month's meeting. Mrs. Polloway stated that she was having a conversation with Mr. Salerno in regards to the air conditioner in the community room at George Conway that was not working. He instructed her to speak to Commissioner Zabriski, since he is on the Building and Grounds Committee. Mrs. Polloway said that during her conversation with Commissioner Zabriski, he became very rude and condescending in regards to the air conditioner. She said he told her that the Housing Authority doesn't need to provide air conditioners in the community rooms. Mr. Salerno said that he had a new air conditioner company come in and asses the problem, and he has been discussing the repairs with the Building and Grounds committee. Mrs. Polloway feels that Commissioner Zabriski owes her an apology. Mr. Salerno assured Mrs. Polloway that he is in the process of fixing the problem, he called in a new company and repairs are going to be made and the tenants will again have air conditioner in the community room. Wilma Flagg, Forge Pond Resident thanked Mr. Salerno for replacing the apartment door on the ground floor that was damaged years ago. She also had a complaint that she spoke to Mr. Salerno and Commissioner Zabriski about a tenant who has cots set up in his apartment that he apparently is setting up a flop house. She states that nothing has been done regarding this even though she reported it to the office. Chairman Thulen asked Mr. Salerno if a report was put in regarding this. Mr. Salerno said he knows who the individual is and that he has been active in investigating this situation. Mr. Salerno also noted for the record that he is investigating this purely on hearsay and that he has no solid proof since tenants do not follow through with their complaints by filling out police reports. Florence Tillotson, George Conway resident wanted to remind the Board that the George Conway Tenant Association is hosting a Breast Cancer Walk on Sunday, October 10, 2010.

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 possible litigation 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 Sansone and seconded by Commissioner Zabriski. The meeting was opened at 8:30PM.

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

Adjournment

A handwritten signature in blue ink, appearing to read "Dennis Salerno", written over a faint blue curved line.

Dennis Salerno,
Executive Director/Secretary