

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – NOVEMBER 8, 2012

Present: **Stephen S. Scaturro, Chairman**
 Edward Kiesche, Vice-Chairman
 Michael Thulen Jr., Commissioner
 John Catalano, Commissioner
 Allure Cawley, Resident Commissioner

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

Absent: **Paul Hayes, Commissioner**
 Stanley Schick, 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 the George Conway Community Room. He explained that the October meeting was rescheduled to today's date because of Hurricane Sandy and due to power outages the location of the meeting was changed as well. 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: Cawley, Catalano, Thulen, Vice-Chairman Kiesche and Chairman Scaturro. Also present were Terry Brady, Esq., Anthony Matthews, Assistant Executive Director and Nancy Nicholson, Service Coordinator.

Item #1: Authorization by the Board of Commissioners to approve and accept minutes of meeting held on September 17, 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 Catalano, Thulen, Kiesche and Chairman Scaturro voted "Aye". Commissioner Cawley abstained.

Item #2: Authorization by the Board of Commissioners to approve for payment vouchers #23549 through #23609 and Direct Deposit D70300 through D72000, Operating Account, October, 2012.

Motion to approve for payment vouchers #23549 through #23609 and Direct Deposit D70300 through D72000, Operating Account, October, 2012 was made by Commissioner Thulen and seconded by Commissioner Kiesche. Upon roll call, Commissioners Thulen, Catalano and Kiesche voted "Aye". Commissioner Scaturro voted "Aye" on all except voucher #23604 in which he abstained. Commissioner Cawley abstained to all.

Item #3: Authorization by the Board of Commissioners to approve for payment vouchers #25592 through #25655 and Direct Deposit D2863 through D2936, Section 8 Account, October, 2012.

Motion to approve for payment vouchers #25592 through #25655 and Direct Deposit D2863 through D2936, Section 8 Account, October, 2012 was made by Commissioner Catalano and seconded by Commissioner Kiesche. Upon roll call, Commissioners Catalano, Thulen, Kiesche and Chairman Scaturro voted "Aye". Commissioner Cawley abstained.

Item #4: Authorization by the Board of Commissioners to approve for payment vouchers #2163 through #2164, Tenant Security Refund Account, October, 2012.

Motion to approve for payment vouchers #2163 through #2164, Tenant Security Refund Account, October, 2012 was made by Commissioner Kiesche and seconded by Commissioner Thulen. Upon roll call, Commissioners Catalano, Thulen, Kiesche and Chairman Scaturro voted "Aye". Commissioner Cawley abstained.

Item #5: Authorization by the Board of Commissioners to approve for payment voucher #4120, Capital Fund Account, October, 2012.

Motion to approve for payment voucher #4120 was made by Commissioner Kiesche and seconded by Commissioner Thulen. Upon roll call, Commissioners Thulen, Kiesche and Chairman Scaturro voted "Aye". Commissioners Catalano and Cawley abstained.

Item #6: Report of Executive Director

Mr. Matthews read his report for those present.

Item #7: Resolution by the Board of Commissioners certifying review and authorizing submission of the Annual Independent Audit to the Local Finance Board of the State of New Jersey.

Mr. Jerry Conaty from the firm of Holman and Frenia presented the June 30, 2012 audit to the Board of Commissioners. He stated the audit contained an unqualified opinion which means the financial statements of the Authority were clearly stated and the Authority had no material instances of noncompliance with regards to its Federal, State and local awards. He also discussed the financial statements including the balance sheet and schedule of revenue and expenses. Finally he went over the two (2) findings that included an issue regarding procurement of various contracts and an overpayment to our trash collector. He noted both finding have been subsequently corrected. He thanked the Brick staff for their professionalism during the audit fieldwork.

Item #8: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing contract between the Housing Authority and the transport workers union, Local #225, for the three-year period July 1, 2012 through June 30, 2015.

Motion authorizing contract between the Housing Authority and the transport workers union, Local #225, for the three-year period July 1, 2012 through June 30, 2015 was made by Commissioner Kiesche and seconded by Commissioner Thulen. Commissioner Catalano thanked Tom Furlong, the Housing Authority's fee accountant for his assistance with the negotiations. Upon roll call, Commissioners Thulen, Catalano, Kiesche and Chairman Scaturro voted "Aye". Commissioner Cawley abstained.

Item #9: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing the revision of the payment standards for the Section 8 Housing Choice voucher program.

Motion authorizing the revision of the payment standards for the Section 8 Housing Choice voucher program was made by Commissioner Kiesche and seconded by Commissioner Thulen. Upon roll call, Commissioners Thulen, Catalano, Kiesche and Chairman Scaturro voted "Aye". Commissioner Cawley abstained.

Item #10: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick awarding a contract for Building Maintenance/Janitorial Services for a two year period (11/1/2012-10/31/2014) to JMB Cleaning.

Motion awarding contract for building maintenance/janitorial services for a two year period (11/1/12 – 10/31/14) to JMB Cleaning, of Toms River, New Jersey was made by Commissioner Catalano and seconded by Commissioner 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 awarding a contract for elevator maintenance at Forge Pond and George J. Conway Apartment Buildings to Statewide Elevator.

Motion awarding a contract for elevator maintenance at Forge Pond and George Conway apartment buildings to Statewide Elevator, Succasunna, New Jersey was made by Commissioner Catalano and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

Item #12: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick increasing salary of Assistant Executive Director.

Motion to approve was made by Commissioner Kiesche and seconded by Chairman Scaturro. Upon roll call, Commissioner Kiesche and Chairman Scaturro voted "Aye". Commissioners Catalano, Cawley and Thulen abstained.

Item #13: Tenant/Applicant Status Report.

Mrs. 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.

Many residents from the complex thanked Dan Esposito, Mike Nilan and Mr. Matthews for being present and making sure everyone was ok and felt safe during and after Hurricane Sandy.

Item #16: Report of Attorney.

None to report.

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.

Motion to close the meeting to the public and go into Executive Session for the purpose of discussing contracts and personnel was made by Commissioner Kiesche and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye". The meeting was closed at 8:15 P.M.

Motion to open the meeting to the public was made by Commissioner Catalano and seconded by Commissioner Kiesche. The meeting was opened at 8:30 P.M.

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

Anthony Matthews
Secretary/Assistant Executive Director

Adjournment