

MINUTES
Regular Meeting
October 30, 2017

The regular meeting of the Housing Authority of the Township of Brick was held on October 30, 2017 at 6:30 PM at the George Conway Community Room, 165 Chambers Bridge Road, Brick, NJ 08723.

The meeting was called to order by Chairman Jampel at 6:30 PM.
The meeting began with the reading of the Sunshine Law Statement.

Upon Roll Call those present were:

Commissioner Dyer	Commissioner Dunne
Commissioner Terebush	Vice Chair Russell
Commissioner Gedrich	Chairman Jampel

Also present were Jacob Naszimento, Executive Director and Terry Brady, Board Attorney.

Absent from the meeting was Commissioner Scaturro.

Chairman Jampel introduced and welcomed the new Executive Director, Jacob Naszimento.

APPROVAL OF MINUTES

Motion to approve the open session minutes from the Board of Commissioners meeting held on September 18, 2017 was made by Vice Chair Russell and seconded by Commissioner Dyer. Vice Chair Russell asked that wording in the public portion that read “tenant complained” be changed to “a tenant brought to the Boards attention”. Upon roll call, to accept the minutes with the correction, Commissioners Gedrich, Dyer, Dunne, Vice Chair Russell and Chairman Jampel voted “Aye”. Commissioner Terebush abstained because she was absent from this meeting.

Motion to approve the minutes of the closed executive session held on September 18, 2017 was made by Commissioner Dunne and seconded by Vice Chair Russell. Upon roll call, Commissioners Gedrich, Dyer, Dunne, Vice Chair Russell and Chairman Jampel voted “Aye”. Commissioner Terebush abstained because she was absent from this meeting.

EXECUTIVE DIRECTOR REPORT

Mr. Naszimento read his for those present. He highlighted all tasks and projects that have been completed or will be completed shortly, such as the quarterly extermination, the concrete repair status, utilization of a painter, parking light issues and the installation of an ADA door at George Conway. He also announced upcoming meetings and future happenings.

TREASURER’S REPORT

Commissioner Dyer read the treasurer’s report for those present.

Motion to approve all payment vouchers was made by Vice Chairman Russell and seconded by Commissioner Dyer. Upon roll call, Commissioners Terebush, Gedrich, Dyer, Dunne and Vice Chair Russell voted “Aye”. Commissioner Jampel voted “Aye” on all except vouchers #309, #312 and #326 in which he abstained.

OLD BUSINESS

None to report.

NEW BUSINESS

- Resolution **2017-47** increasing the bid threshold and appointing a qualified purchasing agent (pursuant to N.J.S.A. 40A:11-3a & N.J.A.C. 5:34-5)

Motion increasing the bid threshold and appointing Jacob Naszimento as a qualified purchasing agent was made by Vice Chair Russell and seconded by Commissioner Gedrich. Commissioner Terebush asked for explanation on the last paragraph of the resolution that states "*the purchasing agent receives prior approval by the finance committee*" and why and when does the full board see and vote on such contracts. Chairman Jampel discussed in detail the check and balances involved. In addition Vice Chair Russell explained the certification process for qualified purchasing agents. Upon roll call, Commissioners Gedrich, Dyer, Dunne, Vice Chair Russell and Chairman Jampel voted "Aye". Commissioner Terebush abstained.

- Resolution **2017-48** authorizing solicitation of price quotations for concrete repairs at David Fried.

Motion authorizing the solicitation of price quotations for concrete repairs at David Fried was made by Commissioner Dunne and seconded by Vice Chair Russell. Mr. Brady asked when the funds will be certified. Mr. Naszimento said prior to awarding the contract. Upon roll call, all Commissioners voted "Aye".

- Resolution **2017-49** authorizing the solicitation of price quotations for painting of hallways at the high rise buildings and 11 vestibules at David Fried.

Motion authorizing the solicitation of price quotations for painting of hallways at the high rise buildings and 11 vestibules at David Fried was made by Vice Chair Russell and seconded by Commissioner Gedrich. Upon roll call, all Commissioners voted "Aye".

- Resolution **2017-50** authorizing the solicitation of price quotations for painting of vacant units on an as needed basis.

Motion authorizing the solicitation of painting of vacant units on an as needed basis was made by Vice Chair Russell and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

- Resolution **2017-51** authorizing the transfer of \$4,500 of the laundry service concession to fund the tenant service account.

Motion authorizing the transfer of \$4,500 of the laundry service concession to fund the tenant service account was made by Vice Chair Russell and seconded by Commissioner Gedrich. Upon roll call, all Commissioners voted “Aye”.

- Resolution **2017-52** appointing Jacob C. Naszimento as fund commissioner for the Joint Insurance Fund for this Authority.

Motion appointing Jacob C. Naszimento as fund commissioner for the Joint Insurance Fund for this Authority was made by Commissioner Dunne and seconded by Commissioner Gedrich. Upon roll call, all Commissioners voted “Aye”.

Public Input

Ms. Flo Tillotson, George Conway resident announced that she officially turned the library in George Conway over to Cynthia Lombardo to maintain. She also thanked the Board for hiring Diana Partusch and assigning her to aide in resident services because she helped her fill out forms and was very grateful for Ms. Patusch’s help.

Ms. Florence Renz, George Conway resident asked when the entry system would be replaced. Mr. Naszimento explained there has been a few set-backs with the Company however he reassured the residents and board that the entry system will be replaced. Ms. Renz also noted that the lighting outside the community room is very bad. Mr. Naszimento said that could be attributed to the lighting issues that he discussed in his Executive Director Report and that issue should be resolved shortly. She also asked if and when are the Elevators inspected because there is no signage. Mr. Naszimento said there is a monthly inspection done. Other concerns that Ms. Renz brought to the Boards attention was the flooding outside of George Conway during heavy rain, and the condition of carpet in the hallways. Mr. Naszimento said he would look into those concerns.

Ms. Judy Henry, George Conway resident asked if anything could anything could be done about the cars that speed into the complex, she suggested speed bumps. Chairman Jampel said he will look into it.

Ms. Ann Selk, David Fried resident, requested donations for Epiphany Church Thanksgiving Feast that supplies Thanksgiving Dinner to many of our residents.

Ms. Christa Dondero, George Conway resident thanked the Board and Mr. Naszimento for the new fans in the community room.

Ms. Barbra McGovern, George Conway resident suggested that the Board buy the maintenance men new vehicles to cart around the shovels and ice melt since winter is coming and they do not have any vehicles to do this work with.

Ms. Barbara Soltys, George Cownay resident asked the Board if they would consider painting all interiors of the apartments and not just the halls and vacant units. Chairman Jampel said they would look into that.

Mr. Sal Abazia, Forge Pond resident said that the Housing Authority should supply the Community Room with cable since the direct tv promotion ended. Mr. Naszimento said he is working getting cable in the community room working again.

Mr. Reginald Durant, asked the status of emergency pull strings in laundry room and bathrooms in community room as well as getting ADA doors for the community room. Mr. Naszimento said he is aware of these request and they are looking into the request.

Closed Executive Session

- **2017-53** Authorizing the meeting to be closed to the public for the purpose of discussing and/or reviewing matter exempt under the open public meetings act in executive session, specifically for the purpose of discussing the matters pending or anticipated litigation; specifically litigation regarding Anthony Matthews Lawsuit and Joseph Jensen Lawsuit.

Motion to enter into closed session was made by Commissioner Dyer and seconded by Commissioner Dunne. Upon roll call, all Commissioners voted "Aye". The meeting was closed to the public at 7:33PM. Motion to open the meeting to the public was made by Vice Chair Russell and seconded by Commissioner Dunne. The meeting re-opened to the public at 8:04PM

ADJOURNMENT

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Dyer and seconded by Vice Chair Russell. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 8:05PM.



Jacob Naszimento
Secretary/Executive Director