

**MINUTES**  
Regular Meeting  
**April 29, 2019**

The regular meeting of the Housing Authority of the Township of Brick was held on April 29, 2019 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 Russell	Vice Chairman Dyer
Commissioner Dunne	Chairman Jampel
Commissioner Oliver (arrived at 6:45pm)	

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

Absent from the meeting were Commissioner Scaturro.

Chairman Jampel welcomed new Commissioner Beth Oliver. Mr. Brady read the oath and swore the new Commissioner to the Board.

Chairman Jampel noted that the Finance Committee met with the Accountant and the Auditor to discuss the budget for FYE June 30, 2020 and the Audit for FYE June 30, 2018. He announced to those in attendance that both the accountant and auditor were present at tonight's meeting and he would like for them to be discussed first before the regular business.

Note: Commissioner Oliver arrived after roll call and after the vote on the Audit and the Budget, however acknowledge receipt of both for her review.

Resolution 2019-6 Certifying review and authorizing submission of the annual independent audit to the local finance board of the State of New Jersey.

Chairman Jampel introduced Mr. Richard Larsen from the firm Novogradic & Company. Mr. Larsen reviewed the audit for the fiscal year ending 6/30/2018 with the Board. He highlighted the breakdown of the report and explained that the health benefit report (GASB 75) was not received in a timely matter this year which caused this Audit to be late. He also noted that the other two factors Internal Controls and the independent audit on compliance were very good and the Housing Authority is in a good financial state. Mr. Larsen thanked the staff for their professionalism and for the good job they do providing all the requested documents.

Motion certifying review and authorizing submission of the annual independent audit to the local finance board of the State of New Jersey was made by Commissioner Russell and seconded by Commissioner Dunne. Upon roll call, all Commissioners voted "Aye".

Resolution 2019-7 Approving the Introduction of the 2019/2020 Annual Budget.

Chairman Jampel introduced Tom Furlong, Fee Accountant for the Housing Authority. Mr. Furlong introduced the Annual and Capital Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020. He explained that this was discussed in detail with the Finance Committee, however he highlighted the Annual Budget for the Commissioners in attendance. Motion to approve the introduction to the Annual Budget for FYE 6/30/20 was made by Vice Chairman Dyer and seconded by Commissioner Russell. Upon roll call, all Commissioners voted "Aye".

### **APPROVAL OF MINUTES**

Motion to approve the open session minutes from the Board of Commissioners meeting held on March 25, 2019 was made by Vice Chairman Dyer and seconded by Commissioner Dunne. Upon roll call, Commissioner Dunne, Vice Chairman Dyer and Chairman Jampel voted "Aye". Commissioner Russell abstained because she was not at this meeting.

### **EXECUTIVE DIRECTOR REPORT**

The Executive Director gave monthly report to commissioners and residents in attendance and highlighted all completed and future projects.

## **TREASURER'S REPORT**

Vice Chairman Dyer read the report for those present.

Motion to approve Section 8 Direct Deposit payment checks #30509 through #30532 and Direct Deposit payments #873 through #960 was made by Vice Chairman Dyer and seconded by Commissioner Russell. Upon roll call, all Commissioners voted "Aye".

Motion to approve BHA operating payment checks #26156 through #26160 was made by Commissioner Russell and seconded by Vice Chairman Dyer. Upon roll call, all Commissioners voted "Aye".

Motion to approve BHCDC RAD Operating Payment Checks #1025 through #1054 was made by Vice Chairman Dyer and seconded by Commissioner Russell. Upon roll call, all Commissioners voted "Aye".

Motion to approve BHA Tenant Security check #53 through #58 was made by Commissioner Russell and seconded by Vice Chairman Dyer. Upon roll call, all Commissioners voted "Aye".

## **COMMITTEE REPORT**

Chairman Jampel noted the Finance Committee met with the Auditor, Rich Larsen and the Accountant, Tom Furlong to discuss the 2018 Audit and the Budget for FYE 2020.

Diana Partusch announced upcoming events and services that are available to the residents of the Brick Housing Authority.

## **OLD BUSINESS**

None to report.

## **NEW BUSINESS**

Resolution 2019- 8 adopting the EZ-Reasonable Rent Determination System in accordance with U.S. HUD Regulation.

Mr. Naszimento explained to the Board the need to adopt the rent reasonableness that with the Section 8 Program this is a HUD requirement to have and update as necessary. Motion to approve was made by Commissioner Dunne and seconded by Vice Chairman Dyer. Upon roll call, all Commissioners voted "Aye".

## **PUBLIC INPUT**

Ms. Diana Partusch, Forge Pond resident asked if the benches would be painted outside. Mr. Naszimento said he will speak to the one resident that said they would paint the benches. Ms. Partusch also thanked the Board and Jake for having plants donated to the Forge Pond building. She requested that additional shrubs and bushes be purchased. Chairman Jampel said the Brick Housing Authority will purchase additional plants, bushes and shrubs. Ms. Partusch said the scouts are expected to plant flowers on Saturday, May 18<sup>th</sup>.

Ms. Patricia Thatcher, Forge Pond resident asked what the screening requirements were for the Brick Housing Authority and if we allowed criminals in our Housing Authority. Mr. Naszimento explained the criteria that the Housing Authority uses when screening applicants. Ms. Thatcher also inquired if there were cameras around the buildings. Mr. Naszimento said there are cameras through Forge Pond.

Ms. Alexander, a resident of Brick requested information on housing at the Brick Housing Authority. Mr. Naszimento requested that she come in during the week and speak with him.

Mr. Domenic Renzi, Forge Pond resident asked Mr. Naszimento if he had a date for the next meeting with the residents at Forge Pond. Mr. Naszimento said yes, the scheduled date to meet with the residents of Forge Pond is set for May 13<sup>th</sup>.

## **ADJOURNMENT**

There being no further business to be brought before the Commissioners, motion to adjourn was made by Vice Chairman Dyer and seconded by Commissioner Dunne. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 7:07 PM.



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Jacob C. Naszimento,  
Executive Director/Secretary