

**HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK**  
**BOARD OF COMMISSIONERS MEETING – OCTOBER 31, 2011**

**Present:**    Stephen Scaturro, Chairman  
                  John Zabriski, Commissioner  
                  Edward Kiesche, Commissioner  
                  James Costello, Resident Commissioner

AGENDA ITEM #

MEETING DATE

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11/28/11

Joseph Coronato, Esq. HATB Legal Counsel  
Dennis Salerno, Executive Director  
Anthony Matthews, Maintenance Director  
Nancy Nicholson, Service Coordinator

**Absent:**    Paul Hayes, Commissioner  
                  Michael Thulen, Vice-Chairman  
                  Rocco Sottarelli, Commissioner

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**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 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 Scaturro led the assembly in the salute to the Flag.

**Roll Call:**        Upon roll call, the following Commissioners answered present: Zabriski, Kiesche, Costello, and Chairman Scaturro. Also present were Joe Coronato, Esq., Dennis Salerno, Executive Director, Anthony Matthews, Maintenance Director and Nancy Nicholson, Service Coordinator. Commissioner Hayes, Sottarelli and Thulen were absent.

Chairman Scaturro introduced the new Resident Commissioner James Costello and also reviewed for those present old businesses that were discussed at the last meeting.

**Item #1: Authorization by the Board of Commissioners to approve and accept minutes of meeting held on September 19, 2011.**

There being no additions, deletions or corrections on motion by Commissioner Zabriski and seconded by Chairman Scaturro, the minutes were accepted as submitted. Upon roll call, Commissioners Zabriski, and Chairman Scaturro voted "Aye" Commissioner Kiesche and Costello abstained because they were not at the Meeting.

**Item #2: Authorization by the Board of Commissioners to approve for payment vouchers #22907 through #22916 and Direct Deposit D53400 through D53900, Operating Account, October, 2011.**

Motion to approve for vouchers #22907 through #22916 and Direct Deposit D53400 through D53900, Operating Account, October, 2011 was made by Commissioner Zabriski and seconded by Commissioner Kiesche. Upon roll call Commissioners Zabriski and Costello voted "Aye". Chairman Scaturro voted "Aye" on all except for voucher #22978 in which he abstained. Commissioner Kiesche voted "Aye" on all except voucher #22944 and #22946 in which he abstained.

**Item #3: Authorization by the Board of Commissioners to approve for payment vouchers #24727 through #24804 and Direct Deposit D1957 through D2031, Section 8 Account, October 2011.**

Motion to approve for vouchers #24727 through #24804 and Direct Deposit D1957 through D2031, Section 8 Account, October, 2011 was made by Commissioner Kiesche and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

**Item #4: Authorization by the Board of Commissioners to approve for payment vouchers #2122 through #2125 Tenant Security Refund Account, October, 2011.**

Motion to approve for vouchers #2122 through #2125, Tenant Security Refund Account, October, 2011 was made by Commissioner Zabriski and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye"

**Item #5: Report of Executive Director**

Mr. Salerno read his report for those present.

**Item #6: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick certifying review and authorizing submission of the Annual Independent Audit to the Local Finance Board of the State.**

Mr. Jerry Conaty, an auditor with the firm Holman & Frenia, P.C., who has performed an audit for the fiscal year ending June 30, 2011 addressed the Board. Mr. Conaty stated the audit report had no findings and there were no opinions and the Housing Authority books are in fine shape. Motion to approve certifying review and authorizing submission of the Annual Audit to the Local Finance Board of the State of New Jersey was made by Commissioner Zabriski and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

**Item #7: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick offering all employees the Premium Only Plan (POP).**

Motion to approve the offering to all employees the option to enroll in the Premium Only Plan (POP) was made by Commissioner Zabriski and seconded by Commissioner Kiesche. Chairman Scaturro said this is a great program and the employees should take advantage of it. 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 travel and attendance for Commissioners and staff at the Annual Conference of the N.J. Chapter of the National Association of Housing and Redevelopment Officials – November 16<sup>th</sup> through 18<sup>th</sup>, 2011 at the Borgata Hotel, Atlantic City, New Jersey.

Motion to approve for travel and attendance to the Conference being held on November 16<sup>th</sup> through 18<sup>th</sup>, 2011 hosted by the NJ Chapter of the National Association of Housing and Redevelopment Officials was made by Commissioner Zabriski and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted “Aye”.

**Item #9:** Resolution by the Board of Commissioners of the Housing Authority authorizing Barlo and Associates to proceed with authorizing Sterling Elevator Consultants, LLC to draft specifications and bid documents for the modernization of the Elevators in the George Conway building.

Resolution authorizing Barlo and Associates to proceed with authorizing Sterling Elevator Consultants, LLC to draft specifications and bid documents for the modernization of the Elevators in the George Conway building was made by Commissioner Zabriski and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted “Aye”.

**Item #10:** Tenant/Applicant Status Report.

Mrs. Nicholson read the report for those present.

**Item #11:** 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**

Chairman Scaturro read the report for those present.

**C. Personnel Committee**

None to report.

**Item #12: Tenant Comments.**

Ms. Florence Tillotson, George Conway mentioned that the residents of the Housing Authority held a Breast Cancer walk, and they raised \$940.00 dollars and they are still accepting donations. She said her goal was to raise \$1,000.00 and if anyone would like to make a donation it would be greatly appreciated. She also asked the Board if they could help get shelves for the library.

Ms. Marie Polloway, George Conway asked when the heat was going to be fixed in the Community Room. Mr. Salerno said he has a call in to the contractor to have that fixed.

Ms. Carmen Serrano, George Conway asked if channel 6, the security channel would be fixed. Mr. Salerno asked Mrs. Nicholson to answer this question. Mrs. Nicholson said she was working with Comcast Cable and Zems Security to rectify the problem.

**Item #13: Report of Attorney.**

None to report.

**Item #14: New Business**

None to report.

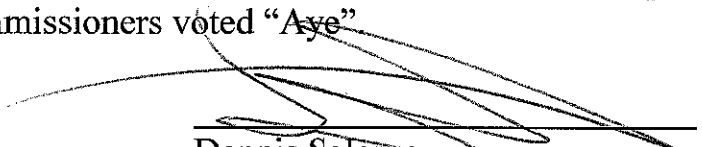
**Item #15: Resolution by the Board of Commissioners authorizing the meeting to be closed to the public for the purpose of discussing and/or reviewing matters exempt under the Public Open Meetings Act (P.L. #1975) in executive session.**

No need for executive session

**Item #16: Public Portion.**

None to report

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



Dennis Salerno,  
Secretary/Executive Director

**Adjournment**