

**HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK**  
**BOARD OF COMMISSIONERS MEETING – MARCH 26, 2013**

**Present:** Edward Kiesche, Vice-Chairman  
John Catalano, Commissioner  
Allure Cawley, Resident Commissioner  
Paul Hayes, Commissioner  
Stanley Schick, Commissioner

AGENDA ITEM #  
MEETING DATE 4/29/13

Anthony Matthews, Assistant Executive Director  
Kim Pascarella, Esq. HATB Legal Counsel  
Nancy Nicholson, Service Coordinator

**Absent:** Stephen Scaturro, Chairman  
Kim Terebush, Commissioner

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**Call To Order:** Vice-Chairman Kiesche called the Regular Meeting of the Housing Authority of the Township of Brick to order at 7:30 P.M. at the David 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:** Vice-Chairman Kiesche led the assembly in the salute to the Flag.

**Roll Call:** Upon roll call, the following Commissioners answered present: Schick, Cawley, Hayes, Catalano and Vice-Chairman Kiesche. Also present were Kim Pascarella, 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 February 25, 2013.**

There being no additions, deletions or corrections on motion by Commissioner Schick and seconded by Commissioner Hayes, the minutes were accepted as submitted. Upon roll call, Commissioners Schick, Cawley, Hayes, and Vice-Chairman Kiesche voted "Aye". Commissioner Catalano abstained since he was absent from this meeting.

**Item #2: Authorization by the Board of Commissioners to approve for payment vouchers #23822 through #23856 and Direct Deposit D82500 through D83100, Operating Account, March, 2013.**

Motion to approve for payment vouchers #23822 through #23856 and Direct Deposit D82500 through D83100, Operating Account was made by Commissioner Catalano and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

**Item #2A: Authorization by the Board of Commissioners to approve for payment vouchers #23857 through #23863 and Direct Deposit D83200 through D83800, Operating Account, March, 2013.**

Motion to approve for payment vouchers #23857 through #23863 and Direct Deposit D83200 through D83800, Operating Account was made by Commissioner Catalano and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

**Item #3:** Authorization by the Board of Commissioners to approve for payment vouchers #25901 through #25963 and Direct Deposit D3221 through D3291, Section 8 Account, March, 2013.

Motion to approve for payment vouchers #25901 through #25963 and Direct Deposit D3221 through D3291, Section 8 Account was made by Commissioner Hayes and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

**Item #4:** Authorization by the Board of Commissioners to approve for payment vouchers #2174 through #2177, Tenant Security Refund Account, March, 2013.

Motion to approve for payment vouchers #2174 through #2177, Tenant Security Refund Account was made by Commissioner Catalano and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

**Item #5:** Authorization by the Board of Commissioners to approve for payment vouchers #4121 through #4122, Capital Fund Program, March, 2013.

Motion to approve for payment vouchers #4122 through #4122, Capital Fund Program was made by Commissioner Hayes and seconded Schick. Upon roll call, Commissioners Hayes, Cawley and Vice-Chairman Kiesche voted "Aye". Commissioners Catalano and Schick voted "Aye" on all except voucher #4122 which they both abstained on.

**Item #6:** Report of Executive Director

Mr. Matthews read his report for those present. Commissioner Catalano asked about security cameras for Forge Pond. Mr. Matthews explained he is getting price quotes for that project. Commissioner Cawley wanted to know how often the vents were cleaned in the hallways. Mr. Matthews said that maintenance has worked that into a routine maintenance task and that it should be done shortly.

**Item #7: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing salary increase for Anthony Matthews, Assistant Executive Director.**

Commissioner Catalano made a motion authorizing a salary increase of 3.5% (\$2,275.00) to Anthony Matthews, Assistant Executive Director effective July 1, 2012. Commissioner Hayes seconded the motion. Upon roll call, all Commissioners voted "Aye". Mr. Matthews thanked the Board.

**Item #8: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing the settlement of the Contractors surety's claim regarding the contract balance on the David M. Fried roof project.**

Motion authorizing the settlement of the Contractors surety's claim regarding the contract balance on the David M. Fried roof project was made by Commissioner Catalano and seconded by Commissioner Schick. Mr. Matthews gave an explanation as to why this was being done and a brief discussion followed. Upon roll call, all Commissioners voted "Aye".

**Item #9: Tenant/Applicant Status Report.**

Ms. Nicholson read the report for those present

**Item #10: Committee Reports**

**A. Building and Grounds Committee**

Commissioner Schick read the report for those present

**B. Budget and Finance Committee**

**B1. Budget Comparison Report**

Mr. Matthews read the report for those present.

**Item #11: Tenant Comments.**

Council President to the Township Bob Moore asked Mr. Matthews if he looked into getting new generators and suggested that the Housing Authority look into an Emergency fund in case of a major storm. Mr. Matthews said that it is a good suggestion and he will discuss with building and grounds, accountant and consultant.

**Item #12: Report of Attorney.**

None to report

**Item #13: New Business**

None to report


**Item #14: 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.**

There was no need to go into executive session however Vice-Chairman Kiesche asked for a motion to a Resolution which will be stamped Item #16 for the record which is to create a position of book keeper and a starting salary of \$32,000.00. Motion to approve was made by Commissioner Hayes and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye"

**Item #15 : Public Portion.**

None to report

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Hayes and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 8:11PM.



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Anthony Matthews  
Secretary/Assistant Executive Director

**Adjournment**