

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – JULY 29, 2013

Present: Paul Hayes, Chairman
Edward Kiesche, Vice-Chairman
John Catalano, Commissioner
Stanley Schick, Commissioner
Kim Terebush, Commissioner
Allure Cawley, Resident Commissioner
Stephen Scaturro, Commissioner

AGENDA ITEM #

MEETING DATE

1
8/20/13

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

Call To Order: Chairman Hayes called the Regular Meeting of the Housing Authority of the Township of Brick to order at 7:00 P.M. at the David Fried Community Room. Mr. Matthews 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 Hayes led the assembly in the salute to the Flag.

Roll Call:

Upon roll call, the following Commissioners answered present: Terebush, Schick, Cawley, Catalano, Vice-Chairman Kiesche and Chairman Hayes. Also present were Terry Brady, Esq., Anthony Matthews, Assistant Executive Director and Nancy Nicholson, Service Coordinator. Commissioner Scaturro arrived at 7:25pm.

Item #1: Authorization by the Board of Commissioners to approve and accept minutes of the re-organizational meeting held on June 25, 2013.

There being no additions, deletions or corrections on motion by Vice-Chairman Kiesche and seconded by Commissioner Schick, the minutes were accepted as submitted. Upon roll call, all Commissioners voted "Aye".

Item #2: Authorization by the Board of Commissioners to approve and accept minutes of the regular meeting held on June 25, 2013.

There being no additions, deletions or corrections on motion by Commissioner Schick and seconded by Commissioner Terebush, the minutes were accepted as submitted. Upon roll call, all Commissioners voted "Aye".

Item #3: Authorization by the Board of Commissioners to approve for payment vouchers #24018 through #24065 and Direct Deposit D89200 through D92400, Operating Account, July, 2013.

Motion to approve for payment vouchers #24018 through #24065 and Direct Deposit D89200 through D92400, Operating Account was made by Commissioner Kiesche and seconded by Commissioner Terebush. Upon roll call, all Commissioners voted "Aye".

Item #4: Authorization by the Board of Commissioners to approve for payment vouchers #26148 through #26210 and Direct Deposit D3502 through D3571, Section 8 Account, July, 2013.

Motion to approve for payment vouchers #26148 through #26210 and Direct Deposit D3502 through D3571, Section 8 Account, was made by Commissioner Schick and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

Item #5: Authorization by the Board of Commissioners to approve for payment vouchers #2187 through #2190, Tenant Security Refund Account, July, 2013.

Motion to approve for payment vouchers #2187 through #2190, Tenant Security Refund Account, was made by Commissioner Schick and seconded by Commissioner Terebush. Upon roll call, all Commissioners voted "Aye".

Item #6: Authorization by the Board of Commissioners to approve for payment vouchers #4130 through #4132, Capital Fund Program, July, 2013.

Motion to approve for payment vouchers #4130 through #4132, Capital Fund Program, was made by Commissioner Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #7: Report of Executive Director

Mr. Matthews read his report for those present.

Item #8: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick adopting continued membership in the Joint Insurance Fund (JIF) for the period January 1, 2014 through December 31, 2016.

Motion to adopt continued membership in the Joint Insurance Fund (JIF) for the period January 1, 2014 through December 31, 2016 was made by Commissioner Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #9: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick adopting a Risk Management Consultants Agreement.

This resolution was put on hold until the review of the proposal submitted by Alamo is done by the Committee.

Item #10: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick awarding a contract for Common Area Re-Lighting to Zensky Electrical Contracting, Inc.

Motion to award contract for common area re-lighting to Zensky Electrical Contracting, Inc. was made by Commissioner Schick and seconded by Vice-Chairman Kiesche. Upon roll call, all Commissioner voted "Aye".

Item #11: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick rejecting all bids and authorizing the receipt of new bids for new smoke detectors, inspections, testing and maintenance.

All bids received for the replacement of smoke detectors, inspections, testing and maintenance have been rejected due to discrepancies in the technical specifications. This project will be rebid.

Item #12: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick awarding a contract for Security Cameras for Forge Pond Apartment Building to Premier Security and Electronics Inc.

Motion to award a contract for Security Cameras for Forge Pond Apartment Building to Premier Security and Electronics Inc. was made by Commissioner Schick and seconded by Vice-Chairman Kiesche. Upon roll call, all Commissioners voted "Aye".

Item #13: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick approving the schedule of future Board dates.

Motion to approve the schedule of future Board dates was made by Vice-Chairman Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #14: Tenant/Applicant Status Report.

Ms. Nicholson read the report for those present.

Item #15: Committee Reports

A. Building and Grounds Committee

Mr. Matthews read the report for those present.

B. Budget and Finance Committee

Commissioner Schick read the report for those present.

Item #16: Tenant or Public Comments.

Commissioner Catalano inquired about a comment that was made regarding an overpayment to the Garbage Contractor. Mr. Matthews said this over site was found by our Auditor and was handle with a corrective action plan and submitted to HUD. We currently have a credit with the Contractor and we are not paying for garbage pick up until that credit is used up. Commissioner Catalano asked that a letter be drafted for the Town Council to read. Mr. Matthews said that was done already and he will provide a copy to the Board. Councilwoman Lydecker addressed the Assistant Executive Director and said per request of a few tenants visited the property over the weekend and found that the garbage rooms were filthy and that several air conditioners did not fill the sleeves and were leaking. Mr. Matthews said we do not supply air conditioners to the tenants and in regards to the garbage rooms the cleaning contractor cleans them. Councilwoman Lydecker said the garbage room was cleaned as far as the floor and the walls, but it smelled very bad and there is poor ventilation. Mr. Matthews suggested that she call him at the Authority to discuss all her issues. Alice Albright, David Fried resident asked about the window installation in Fried. Mr. Matthews said that the project is in the works and he will keep the residents informed. Peter Dunne, George Conway resident asked if the Board was a non-partisan panel. Mr. Pascarella answered.

Item #17: Report of Attorney.

None to report.

Item #18: New Business

None to report.

Item #19: 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 being no further business to be brought before the Commissioners, motion to adjourn was made by Vice-Chairman Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 8:00PM.



Anthony Matthews
Secretary/Assistant Executive Director

Adjournment