

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

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

AGENDA ITEM #

MEETING DATE

9/30/13

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

**Absent:** Stanley Schick, Commissioner

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**Call To Order:** Chairman Hayes called the Regular Meeting of the Housing Authority of the Township of Brick to order at 6:30 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: Scaturro, Terebush, Cawley, Catalano, Vice-Chairman Kiesche and Chairman Hayes. Also present were Terry Brady, 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 July 29, 2013.**

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

**Item #2: Authorization by the Board of Commissioners to approve for payment vouchers #24066 through #24127 and Direct Deposit D92500 through D94800, Operating Account, August, 2013.**

Motion to approve for payment vouchers #24066 through #24127 and Direct Deposit D92500 through D94800, Operating Account was made by Vice-Chairman Kiesche and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye".

**Item #2A: Authorization by the Board of Commissioners to approve for payment vouchers #24123 to 24127 and Direct Deposit D94100 through D94800, Operating Account, August, 2013.**

Motion to approve for payment vouchers #24123 to #24127 and Direct Deposit D94100 through D94800, Operating Account was made by Commissioner Scaturro and seconded by Vice-Chairman Kiesche. Upon roll call, all Commissioners voted "Aye".

**Item #3: Authorization by the Board of Commissioners to approve for payment vouchers #26228 through #26275 and Direct Deposit D3636 through D3610, Section 8 Account, August, 2013.**

Motion to approve payment vouchers #26228 through #26275 and Direct Deposit D3636 through D3610, Section 8 Account was made by Vice-Chairman Kiesche and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye".

**Item #4:** Authorization by the Board of Commissioners to approve for payment vouchers #2191 through #2193, Tenant Security Refund Account, August, 2013.

Motion to approve for payment vouchers #2191 through #2193, Tenant Security Refund Account was made by Commissioner Terebush and seconded by Vice-Chairman Kiesche. Upon roll call, all Commissioners voted "Aye".

**Item #5:** Authorization by the Board of Commissioners to approve for payment vouchers #4133 through #4134, Capital Fund Program, August, 2013.

Motion to approve for payment vouchers #4133 through #4134, Capital Fund Program was made by Vice-Chairman Kiesche and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

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

Mr. Matthews read his report for those present.

**Item #7:** Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick approving FY2013 Capital Fund Program Annual Statement.

Resolution approving FY2013 Capital Fund Program Annual Statement was made by Commissioner Scaturro and seconded by Vice-Chairman Kiesche. 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 the execution of a Risk Management Consultant's Agreement.

Motion authorizing the execution of a Risk Management Consultant and agreement was made by Commissioner Scaturro and seconded by Vice-Chairman Kiesche. Commissioner Terebush had a few questions regarding the Risk Manager and the agreement that will be effective January 1, 2014. Mr. Matthews explained. Upon roll call, all Commissioners voted "Aye".

**Item #9: Resolution by the Board of Commissioners authorizing travel to and attendance at New Jersey Association of Housing and Redevelopment Authorities 2013 Annual Meeting and Conference September 22<sup>nd</sup> through September 24<sup>th</sup>, 2013.**

Motion authorizing travel to and attendance at New Jersey Association of Housing and Redevelopment Authorities 2013 Annual Meeting and Conference September 22<sup>nd</sup> through September 24<sup>th</sup>, 2013 was made by Vice-Chairman Kiesche and seconded by Commissioner Terebush. Upon roll call, all Commissioners voted "Aye".

**Item #9A: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick awarding a contract for the replacement of windows at the David Fried Building to Interstate Building Materials Inc.**

Mr. Brady briefed the Board on his opinion regarding the replacement of windows at the David Fried Building and that he attended and reviewed all bid proposals submitted. Motion awarding a contract for replacement of windows to Interstate Building Materials Inc., in the amount of \$63,013.00 was made by Vice-Chairman Kiesche and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

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

Ms. Nicholson read the report for those present.

**Item #11: Committee Reports**

**A. Building and Grounds Committee**

Commissioner Scaturro read for those present.

**B. Budget and Finance Committee**

**B1. Budget Comparison Report.**

Commissioner Scaturro read for those present.

**Item #12: Tenant/Public Comments.**

Olga Esquin, Forge Pond resident and Commissioner Cawley had concern about the carpeting in Forge Pond. They complained of odor and how the carpets are cleaned. Commissioner Catalano asked Mr. Matthews to look into rubber flooring and a brief discussion followed. Mr. Matthews said he will review the complaint and discuss with the Building and Grounds Committee.

Mr. Joe Lamb, Brick Resident handed out a letter to the Board for review. Chairman Hayes said he will review the letter and discuss with the Housing Authority attorney.

Ms. Jean Simmons, George Conway resident would like Mr. Matthews to consider lowering her peep hole on her door. Mr. Matthews said he will look into her request.

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

Mr. Brady said he had some litigation issues that he will discuss with the Board at the next meeting.

**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.**

Commissioners, motion to adjourn was made by Vice-Chairman Kiesche and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 7:15PM.



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Anthony Matthews  
Secretary/Assistant Executive Director

**Adjournment**