

**HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK**  
**BOARD OF COMMISSIONERS MEETING – SEPTEMBER 19, 2011**

**Present:**     **Stephen Scaturro, Chairman**  
                  **Michael Thulen Jr., Vice-Chairman**  
                  **Paul Hayes, Commissioner**  
                  **John Zabriski, Commissioner**  
                  **Rocco Sottarelli, Commissioner**

**Dennis Salerno, Executive Director**  
                  **Nancy Nicholson, Service Coordinator**

**Absent:**     **James Costello, Resident Commissioner**  
                  **Edward Kiesche, Commissioner**

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**Call To Order:**     Chairman Stephen 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: Hayes, Zabriski, Sottarelli, Thulen and Chairman Scaturro. Also present were Dennis Salerno, Executive Director, and Nancy Nicholson, Service Coordinator.

**Item #1: Authorization by the Board of Commissioners to approve and accept minutes of meeting held on August 29, 2011.**

There being no additions, deletions or corrections on motion by Commissioner Hayes and seconded by Commissioner Thulen, 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 #22851 through #22906 and Direct Deposit D52200 through D53300, Operating Account, September, 2011.**

Motion to approve for payment vouchers #22851 through #22906 and Direct Deposit D52200 through D53300, Operating Account, September, 2011 was made by Commissioner Hayes and seconded by Commissioner Zabriski. Upon roll call, Commissioners Hayes, Zabriski, Sottarelli, and Thulen voted "Aye". Chairman Scaturro voted "Aye" on all except for payment voucher #22892 in which he abstained.

**Item #3: Authorization by the Board of Commissioners to approve for payment vouchers #24650 through #24726 and Direct Deposit D1882 through D1956, Section 8 Account, September 2011.**

Motion to approve for payment vouchers #24650 through #24726 and Direct Deposit D1882 through D1956, Section 8 Account, September 2011 was made by Commissioner Zabriski and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye".

**Item #4: Authorization by the Board of Commissioners to approve for payment voucher #2121 Tenant Security Refund Account, September, 2011.**

Motion to approve for payment voucher #2121 Tenant Security Refund Account, September, 2011 was made Commissioner Zabriski and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye".

**Item #5: Authorization by the Board of Commissioners to approve for payment voucher #4109, Capital Fund Account, September, 2011.**

Motion to approve for payment voucher #4109 was made by Commissioner Thulen and seconded by Commissioner Sottarelli. Commissioner Zabriski asked if this was the final payment for the roof. Mr. Salerno said no, that he is meeting with the roofers

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

Mr. Salerno read the report for those present.

**Item #7: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing award of contract for the replacement of smoke detectors in George Conway and Forge Pond to Zems Security.**

Chairman Scaturro tabled this item because where expecting another bid according to a conversation he had with the Executive Director. So for right now this will be tabled.

**Item #8: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick approving the Contract of the Executive Director.**

Motion approving the four month contract of the Executive Director was made by Commissioner Hayes and seconded by Commissioner Zabriski. Commissioner Hayes thanked Mr. Salerno and said he hopes for a smooth transition. Upon roll call, Commissioners Hayes, Zabriski, Sottarelli and Chairman Scaturro voted "Aye". Commissioner Thulen abstained.

**Item #9: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick Authorizing Execution of a Contract for Fee Accounting Services for the period of October 1, 2011 through June 30, 2012.**

Motion to approve execution of a contract for a Fee Accountant to Thomas Furlong was made by Commissioner Thulen and seconded by Commissioner Zabriski. Upon roll call, Commissioners Zabriski, Thulen and Chairman Scaturro voted "Aye". Commissioners Hayes and Sottarelli voted "No".

**Item #10: Resolution by the Board of Commissioners authorizing the transfer of \$4,500.00 of the Laundry Services Commissions to fund the tenant service account.**

Chairman Scaturro tabled this resolution and said he would like the Board to discuss this in further detail. The Board agreed.

**Item #11: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing \$4,250.00 in additional pay for Daniel Esposito for out-of-classification work.**

Chairman Scaturro asked Mr. Salerno to give a brief overview of this. Mr. Salerno explained when the Maintenance Director retired (Nick Sesto), Mr. Esposito took on other responsibility and acted as the Maintenance Supervisor until one was hired and this is part of the Union Contract and the amount was negotiated with Mr. Esposito. Motion to approve was made by Commissioner Thulen and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

**Item #12: Resolution by the Board of Commissioners to appropriate an amount not to exceed \$10,000.00 from Section 8 Reserves to renovate existing small community room for offices to be utilized by the Section 8 Department.**

Chairman Scaturro asked Mr. Salerno to explain. Mr. Salerno said he would like to use Section 8 Reserves to change the little room into offices for the Section 8 Department and to put the donated computers in that room as well. Chairman Scaturro asked if the \$10,000.00 was enough to complete this project. Commissioner Thulen asked if new furniture or other expenses would be needed. Mr. Salerno said no, that the employees have furniture and the wiring is done, however walls would have to be put up and an area for the computers would be needed. Motion to approve was made by Commissioner Hayes and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

**Item #13: Tenant/Applicant Status Report.**

Mrs. Nicholson read the report for those present.

**Item #14: 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**

Commissioner Thulen read the report for those present.

**C. Personnel Committee**

None to report.

**Item #15: Tenant Comments.**

Marie Polloway, George Conway resident was very upset over the front window being changed to the one way mirror and that Mr. Salerno is taking all the common areas away from the tenants and making offices. Chairman Scaturro said he will come in tomorrow morning and review the complaints and get back to her.

Jean Simons, George Conway resident made the Board aware of an incident that happened over the weekend, when someone was let in to the building and came to her apartment. Ms. Simons called the police and a report was filed. Mr. Salerno said that we do have cameras and that very shortly they will be recording. Commissioner Sottarelli asked where were the three men that were hired to do security at night. Mr. Salerno said they were not hired for security. Chairman Scaturro said this is a secured building, so someone had to buzz the stranger in and that the resident's have to be more proactive with their security. Ms. Simons also asked the Board to review the return check policy, because it's hard for her to keep getting money orders. Chairman Scaturro will review the policy with the Executive Director tomorrow and get back to her.

Sal Abazia, Forge Pond resident complained about the path between the Housing Authority and the Chambers Bridge Resident, where he witnessed a woman in a wheelchair have difficulties on the path. Chairman Scaturro said it is not our property and there is nothing we could do.

**Item #16: Report of Attorney.**

None to report.

**Item #17: New Business**

None to report.

**Item #18:** 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 #19:** 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 Sottarelli. Upon roll call, all Commissioners voted "Aye".

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Dennis Salerno,  
Secretary/Executive Director

**Adjournment**