

Housing Authority of the Township of Brick

MINUTES

Regular Meeting
February 3, 2015

The regular meeting of the Housing Authority of the Township of Brick was held on February 3, 2015 at 6:30 PM at the David Fried Community Room, 157 Chambers Bridge Road, Brick, NJ 08723.

The meeting was called to order by Chair Terebush at 6:30 PM.

The meeting began with the reading of the Sunshine Law Statement.

Chair Terebush added that the January meeting was rescheduled to today's date due to the inclement weather.

Upon Roll Call those present were:

Commissioner Terebush

Commissioner Dyer

Commissioner Kiesche

Commissioner Conroy

Commissioner Catalano

Commissioner Schick

Also present were Executive Director Alesia Watson, and Terry Brady, Board Attorney.

Absent from the meeting was Commissioner Scaturro.

APPROVAL OF MINUTES

Chair Terebush asked for a motion to approve the minutes submitted to all Commissioners from the Regular Meeting held December 22, 2014. Motion to approve was made by Commissioner Kiesche and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

TREASURER'S REPORT

Ms. Watson read the treasurers report for those present. Following a review Chair Terebush asked for a motion to accept the Treasurer's Report. Motion was made by Commissioner Kiesche and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

EXECUTIVE DIRECTORS REPORT

Mrs. Watson read the Executive Directors report for those present.

COMMITTEE REPORT

There were no committee reports for this period.

NEW BUSINESS

Resolution 2015-1 authorizing change order to Soden Electric for additional work needed pursuant to REAC inspection.

Mrs. Watson discussed importance of this change order to satisfy a possible REAC inspection issue. Motion to authorize the change order was made by Commissioner Catalano and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

Resolution 2015-2 authorizing an inter-local agreement for trash pickup services between the Township of brick and the Housing Authority.

The Board had several questions regarding this matter. Pricing and additional fees were not clearly outlined in the resolution or the drafted agreement. There was a lengthy discussion on this matter. Chair Terebush asked for a motion to table this resolution until the dollar amount and terms of the agreement were clearly outlined. Commissioner Kiesche made the motion to table this resolution; it was seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye" to table resolution #2015-2.

PUBLIC INPUT

Commissioner Conroy asked if an announcement on the on-call system can be made when the plows come for tenants to move their cars so they do not get plowed in. Mrs. Watson said she would have to look into the matter.

EXECUTIVE SESSION:

Chair Terebush asked for a motion to go into closed session for the purpose of discussing eviction proceedings, possible litigation regarding former employee and also possible litigation by a section 8 applicant. Motion to enter in closed session was made by Commissioner Catalano and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye" the meeting was closed to the public at 7:37PM.

Motion to open the meeting was made by Commissioner Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye". The meeting was re-opened at 7:50PM.

ADJORNMENT

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 7:51PM.

A handwritten signature in dark ink, appearing to read "Alesia R. Watson", written over a horizontal line.

Alesia R. Watson, PHM RPPO
Secretary/Assistant Executive Director

Housing Authority of the Township of Brick

MINUTES

Regular Meeting
February 23, 2015

The regular meeting of the Housing Authority of the Township of Brick was held on February 23, 2015 at 7:00 PM at the David Fried Community Room, 157 Chambers Bridge Road, Brick, NJ 08723.

The meeting was called to order by Chair Terebush at 7:00 PM.
The meeting began with the reading of the Sunshine Law Statement.

Upon Roll Call those present were:

Commissioner Terebush	Commissioner Dyer
Commissioner Kiesche	Commissioner Conroy
Commissioner Catalano	
Commissioner Schick	

Also present were Executive Director Alesia Watson, and Terry Brady, Board Attorney.

Absent from the meeting was Commissioner Scaturro.

APPROVAL OF MINUTES

Chair Terebush asked for a motion to approve the minutes submitted to all Commissioners from the Regular Meeting held February 3, 2015. Motion to approve was made by Commissioner Catalano and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

TREASURER'S REPORT

Commissioner Catalano read the treasurer report for those present. Chair Terebush had a few questions regarding vouchers payable for Missing Link Fence, Carpet Installation and Pest Control. Mrs. Watson gave explanation for each. A conversation regarding Bed Bugs, treatment costs and status update on the complaints and re-offenders was discussed. Mrs. Watson said we will obtain quotes for services and it will reflect on the next contract register. Commissioner Kiesche questioned the charges from Fire and Security Specialist who tested the phone lines. Mrs. Watson explained that there are several lines that are linked to police and fire departments that must be tested each year. Seeing there were no further questions regarding the treasurers report, motion was made by Commissioner Kiesche and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

EXECUTIVE DIRECTORS REPORT

Mrs. Watson read the Executive Directors report for those present. There was a lengthy discussion in regards to the negotiations for an inter-local agreement with the Township for garbage removal. There was also a lengthy discussion regarding Comcast Cable. Mrs. Watson discussed the five year plan and which capital fund projects she would like to see accomplished.

COMMITTEE REPORT

There were no committee reports for this period.

NEW BUSINESS

Resolution 2015-3 awarding contract for Risk Management Services.

Motion to award contract for Risk Management Services to Brown and Brown of Florham, New Jersey was made by Commissioner Kiesche and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

Resolution 2015-4 authorizing advertisement and receipt of bids for a physical needs assessment.

Motion authorizing the advertisement and receipt of bids for a physical needs assessment was made by Commissioner Kiesche and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

Resolution 2015-5 rejecting all bids for professional janitorial services.

Motion to reject all bids for janitorial services was made by Commissioner Kiesche and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

PUBLIC INPUT

none.

EXECUTIVE SESSION:

No need for Executive Session.

ADJORNMENT

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Kiesche and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 8:40PM.

A handwritten signature in cursive script, appearing to read "Alesia R. Watson", written over a horizontal line.

Alesia R. Watson, PHM RPPO
Secretary/Assistant Executive Director

MINUTES

Regular Meeting
March 30, 2015

The regular meeting of the Housing Authority of the Township of Brick was held on March 30, 2015 at 7:00 PM at the David Fried Community Room, 157 Chambers Bridge Road, Brick, NJ 08723.

The meeting was called to order by Chair Terebush at 7:00 PM.
The meeting began with the reading of the Sunshine Law Statement.

Upon Roll Call those present were:

Commissioner Terebush

Commissioner Dyer

Commissioner Kiesche

Commissioner Scaturro

Commissioner Catalano

Also present were Executive Director Alesia Watson, and Terry Brady, Board Attorney.

Absent from the meeting was Commissioner Schick and Commissioner Conroy.

APPROVAL OF MINUTES

Chair Terebush asked for a motion to approve the minutes submitted to all Commissioners from the Regular Meeting held February 23, 2015. Motion to approve was made by Commissioner Catalano and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

TREASURER'S REPORT

Commissioner Scaturro read the statement of actual to budget comparison report for those present. Tom Furlong, the Fee Accountant discussed in detail the forms needed to complete the Budget that will be introduced next month for Board Approval. He also updated the Board on the RAD program. There was a lengthy discussion on the subject of RAD and the next steps that will be taken. Mr. Furlong answered all questions the Board had on the subject. Chair Terebush asked if there were any questions from the Board in regards to contract list and voucher list. There being none, Chair Terebush asked for a motion to accept the Treasurer's Report. Motion was made by Commissioner Catalano and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

EXECUTIVE DIRECTORS REPORT

Mrs. Watson read the Executive Directors report for those present.

COMMITTEE REPORT

There were no committee reports for this period.

NEW BUSINESS

- Resolution 2015-6 rejecting all bids received for Electrical Services on an as needed basis and re-advertise.

Motion to reject all bids received for Electrical Services on an as needed basis and re-advertise was made by Commissioner Catalano and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-7 amending its Public Housing Admissions and Continued Occupancy Policy to update its Flat Rent Policy.

Motion to amend its Public Housing Admissions and Continued Occupancy Policy to update its Flat Rent Policy was made by Commissioner Kiesche and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-8 Establishing Flat Rents for its Public Housing Dwelling units for Fiscal Year 2015.

Motion to establishing flat rents for its Public Housing Dwelling units for Fiscal Year 2015 was made by Commissioner Scaturro and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-9 authorizing the receipt of bids for landscaping services.

Motion authorizing the receipt of bids for landscaping services was made by Commissioner Scaturro and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-10 authorizing the receipt of bids for carpet installation on an as needed basis.

Motion authorizing the receipt of bids for carpet installation on an as needed basis was made by Commissioner Catalano and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-11 to change the rent due date.

Motion to change the rent due date was made by Commissioners Dyer and seconded by Commissioner Kiesche. Mrs. Watson explained the purpose of doing this. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-12 Resolution to approve the memorandum of understanding between the HATB and the TWU and Michael Nilan.

Motion to approve memorandum of understanding was made by Commissioner Scaturro and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-13 Resolution awarding contract for Professional Janitorial Services to Milveen Environmental Services.

Commissioner Scaturro asked if we checked the references of the Contractor. Mrs. Watson said we are in the process of doing that. There was a brief discussion. Commissioner Scaturro made a motion to table the resolution until references have been checked out and the award can be made at the April meeting. Commissioner Kiesche seconded. Upon roll call, all Commissioners voted "Aye".

Public Input

Ms. Wilma Flagg, Forge Pond resident praised the job Ms. Watson is doing as Executive Director and how nice the complex has been since the new Executive Director started.

Mr. Frank Carnesi, Forge Pond resident asked if something can be done about the heat in his apartment. Chair Terebush asked if a work order has been generated. Mr. Carnesi said yes. Mrs. Watson said she will have maintenance look into replacing the thermostat.

Mr. Peter Dunne, George Conway resident thanked Mrs. Watson for allowing Direct TV to come in to the building and he is very happy that there is a possibility of having this service.

Ms. Carmine Serrano, George Conway resident complained about her neighbor slamming the door. Mrs. Watson said she will draft a letter to the resident to stop slamming the doors.

Executive Session

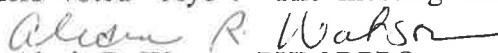
Chair Terebush asked for a motion to go into closed session for the purpose of discussing matters concerning litigation of the Ganzweig Opra Case and a matter of personnel regarding the Executive Director. Motion was made by Commissioner Catalano and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye". The meeting was closed to the public at 8:30PM.

Motion to open the meeting to the public was made by Commissioner Catalano and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye". The meeting was opened at 8:52PM

Motion authorizing the Attorney to settle litigation as discussed in closed session was made by Commissioner Scaturro and seconded by Commissioner Dyer. Upon roll call all Commissioners voted "Aye".

ADJORNMENT

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Scaturro and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 8:54PM.


Alesia R. Watson, PHM RPPO
Secretary/Assistant Executive Director

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK

MINUTES

Regular Meeting
April 27, 2015

The regular meeting of the Housing Authority of the Township of Brick was held on April 27, 2015 at 7:00 PM at the David Fried Community Room, 157 Chambers Bridge Road, Brick, NJ 08723.

The meeting was called to order by Chair Terebush at 7:00 PM.
The meeting began with the reading of the Sunshine Law Statement.

Upon Roll Call those present were:

Commissioner Terebush

Commissioner Dyer

Commissioner Kiesche

Commissioner Conroy

Commissioner Scaturro

Commissioner Schick

Also present were Executive Director Alesia Watson, and Terry Brady, Board Attorney.

Absent from the meeting was Commissioner Catalano.

APPROVAL OF MINUTES

Chair Terebush asked for a motion to approve the minutes submitted to all Commissioners from the Regular Meeting held March 30, 2015. Motion to approve was made by Commissioner Kiesche and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

TREASURER'S REPORT

Chair Terebush asked if there were any questions in regards to the vouchers listed on the treasurer's report. Commissioner Dyer questioned the voucher for Fire and Security. Ms. Watson explained there were items that had to be addressed due to the Fire Inspector recommendations, she also noted that Fire & Security Specialist fall under the bidding threshold. Commissioner Scaturro read the summary of cash activity and the budget comparison report for those present. Motion to approve the treasurer's report was made by Commissioner Dyer and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

EXECUTIVE DIRECTORS REPORT

Mrs. Watson read the Executive Directors report for those present.

COMMITTEE REPORT

There were no committee reports for this period.

OLD BUSINESS

Mrs. Watson asked the Board if they had any issues accessing the new emails that were set up for individual use by the Board. Mr. Brady strongly recommended the Board to utilize the opportunity with these email addresses. Commissioner Scaturro asked Mrs. Watson to resend the instructions on how to access the emails.

NEW BUSINESS

Resolution 2015-14 Resolution by the Board of Commissioners approving the introduction to the Annual Budget and Capital budget FYE 6/30/16.

Mr. Tom Furlong, Fee Accountant discussed the introduction to the Annual Budget and Capital Budget FYE 6/30/16 with the Board of Commissioners and answered questions. Motion to approve the introduction to the Annual Budget and Capital budget FYE 6/30/16 was made by Commissioner Schick and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

Resolution 2015-15 Resolution by the Board of Commissioners awarding a contract for Building Maintenance/Janitorial Services for a one year period to Milveen Environmental Services.

Motion to approve the award of contract for Building Maintenance/Janitorial Services for a one year period to Milveen Environmental Service was made by Commissioner Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Resolution 2015-16 authorizing award of contract for GPNA & PCA

Motion to approve contract for GPNA & PCA to Susan Dee Associates was made by Commissioner Scaturro and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

PUBLIC INPUT

Ann Selk, David Fried complained that her neighbor is feeding squirrels again and they are jumping on her screens. Mrs. Watson said a letter will be drafted and sent to the tenant to not feed the squirrels. Ms. Selk also added that there are young kids that skateboard in the cul-de-sac at night. Mrs. Watson said to contact the office and will look into it.

EXECUTIVE SESSION

Chair Terebush asked for a motion to go into closed session for the purpose of discussing contract negotiations with Ocean City Housing Authority and pending Evictions and eviction process. Motion was made by Commissioner Kiesche and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye" the meeting was closed to the public at 7:51PM.

Motion to open the meeting was made by Commissioner Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye". The meeting was re-opened at 8:50PM.

ADJORNMENT

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Dyer and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 8:51PM.


Alesia R. Watson, PHM RPPO
Secretary/Assistant Executive Director

MINUTES

Regular Meeting
May 18, 2015

The regular meeting of the Housing Authority of the Township of Brick was held on May 18, 2015 at 7:00 PM at the David Fried Community Room, 157 Chambers Bridge Road, Brick, NJ 08723.

The meeting was called to order by Chair Terebush at 7:00 PM.
The meeting began with the reading of the Sunshine Law Statement.

Upon Roll Call those present were:

Commissioner Terebush

Commissioner Dyer

Commissioner Kiesche

Commissioner Scaturro

Commissioner Schick

Resident Commissioner James Conroy

Also present were Executive Director Alesia Watson, and Terry Brady, Board Attorney.

Absent from the meeting was Commissioner Catalano.

APPROVAL OF MINUTES

Chair Terebush asked for a motion to approve the minutes submitted to all Commissioners from the Regular Meeting held April 27, 2015. Motion to approve was made by Commissioner Scaturro and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

TREASURER'S REPORT

Commissioner Scaturro read the statement of actual to budget comparison report for those present. Commissioner Conroy asked for further clarification regarding the HUD contributions. Commissioner Scaturro gave an explanation and pointed out that the contributions have been declining over the years. Commissioner Scaturro asked for further explanation on the vouchers for loyalty cards and printers. Mrs. Watson answered that the loyalty cards are business cards for the Commissioners that requested them and the printers were replacing outdated and broken equipment in the administrative office. There being no other questions or concerns, Chair Terebush asked for a motion to accept the Treasurer's Report. Motion was made by Commissioner Scaturro and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

EXECUTIVE DIRECTORS REPORT

Mrs. Watson read the Executive Directors report for those present. Chair Terebush introduced Jill Hart, License Clinical Social Worker. Mrs. Hart gave the Board a brief description of her services that she would provide our tenants.

COMMITTEE REPORT

Commissioner Conroy, Chair of the Residential Committee brought to the attention of the Board there was a conflict with the Community Garden. Commissioner Terebush requested that Commissioner Conroy speak to the Attorney after the meeting regarding this matter. Commissioner Conroy addressed residents in the audience with an open invitation to get involved with the Community Garden.

NEW BUSINESS

- Resolution 2015-17 authorizing advertisement of General Legal Services.

Chair Terebush said she had a conversation with the Attorney and she feels that Finance Committee meet and discuss updating the specifications for General Legal Services and before this bid package goes to the paper that the Committee review and approve it. Motion to approve with Committee approval was made by Commissioner Scaturro and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-18 authorizing advertisement of Fee Accounting Services.

Motion to approve with Committee approval was made by Commissioner Kiesche and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-19 Resolution authorizing advertisement of Auditor Services.

Motion to approve with Committee approval was made by Commissioner Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-20 approving the purchase of a vehicle under the N.J. State Public Contract.

Commissioner Scaturro had some concerns about the purchasing of a vehicle, and the inventory of vehicles we already have and asked if a cost analysis been done. After a lengthy discussion Chair Terebush asked for a motion to Table this resolution until the analysis is done. Motion to table resolution 2015-20 was made by Commissioner Kiesche and seconded by Commissioner Dyer. Upon roll call, all Commissioner voted "Aye".

- Resolution 2015-21 approving a shared service agreement between Ocean City Housing Authority and the Brick Housing Authority.

Chair Terebush led a discussion in regards to the agreement between OCHA and the BHA, after discussing this with the Attorney, it was recommended this resolution be tabled until OCHA approves it on their end. Motion to table this resolution was made by Commissioner Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Public Input

Ms. Siobhan Noonan, Forge Pond resident praised the job Ms. Watson is doing as Executive Director and how nice the complex has been since the new Executive Director started and how wonderful the staff has been.

Mr. Frank Carnesi, Forge Pond resident wanted to commend Commissioner Conroy on the wonderful job he is doing with the garden. Mr. Carnesi also wanted to complain about another resident who has been assisting with the garden. Chair Terebush said to please contact the office and fill out a complaint form.

Ms. Wilma Flagg, Forge Pond resident also praised the wonderful job Ms. Watson is doing. In addition Ms. Flagg said the Community Garden is a fabulous project and it's unfortunate that the other gentleman who was assisting with the project was fired.

Executive Session

No need for Executive Session

ADJORNMENT

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



Alesia R. Watson, PHM RPPO
Secretary/Assistant Executive Director

MINUTES

Regular & Re-Organizational Meeting June 30, 2015

The regular meeting of the Housing Authority of the Township of Brick was held on June 30, 2015 at 6:30 PM at the David Fried Community Room, 157 Chambers Bridge Road, Brick, NJ 08723.

The meeting was called to order by Chair Terebush at 6:30 PM.
The meeting began with the reading of the Sunshine Law Statement.

Upon Roll Call those present were:

Commissioner Terebush	Commissioner Dyer
Commissioner Kiesche	Commissioner Scaturro
Commissioner Schick	Resident Commissioner James Conroy
Commissioner Catalano	

Also present were Executive Director Alesia Watson, and Terry Brady, Board Attorney.

APPROVAL OF MINUTES

Chair Terebush asked for a motion to approve the minutes submitted to all Commissioners from the Regular Meeting held May 19, 2015. Motion to approve was made by Commissioner Schick and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

TREASURER'S REPORT

Commissioner Scaturro read the statement of actual to budget comparison report for those present. Commissioner Scaturro asked about the purchases made at Home Depot, he stated that was an exuberant amount he has not seen in a while. Mrs. Watson, explained the purchases and also that she has spoken with staff regarding purchase requisitions and purchase orders prior to future purchases. Commissioner Scaturro also asked for an explanation on the Monmouth Housing Authority voucher. Mrs. Watson explained how the three Section 8 Residents had an overpayment of their voucher and it had to be refunded to the Monmouth Housing Authority. Motion to approve the Treasurers report was made by Commissioner Schick and seconded by Commissioner Dyer. Upon roll call, Commissioners Catalano, Schick, Scaturro, Conroy, Kiesche and Chair Terebush voted "Aye" Commissioner Dyer voted "Aye" on all except for voucher #25165 in which he abstained.

EXECUTIVE DIRECTORS REPORT

Mrs. Watson read the Executive Directors report for those present.

COMMITTEE REPORT

Commissioner Catalano made a motion to go into immediate closed session to discuss personnel and contractual issues that are too sensitive to discuss in open session. Chair Terebush felt that the need for Executive Session was premature at the moment and asked Commissioner Catalano for further explanation. Commissioner Catalano requested that agenda items 2015-22 and 2015-30 be held until after closed session. After a discussion Chair Terebush agreed to hold those items until after Executive Session.

NEW BUSINESS

- Resolution 2015-22 approving a shared service agreement between Ocean City Housing Authority and the Brick Housing Authority.

Held until after executive session.

- Resolution 2015-23 awarding contract for trash and recyclable removal.

Motion to approve award of contract for trash and recyclable removal to Waste Management was made by Commissioner Scaturro and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-24 awarding contract for carpet installation on an as needed basis.

Commissioner Scaturro and Commissioner Dyer asked for further explanation in regards to the pricing of the carpet installation proposal breakdown. Mrs. Watson explained that the one contractor that submitted a proposal gave a breakdown of all services, however it's on an as needed basis and that all those services may not be required, she also mentioned how the rip up and removal of the old carpet is generally done by our maintenance department and apartments are usually empty so furniture removal would not be an issue, however if there was ever a need those prices are as stated in proposal. Mr. Brady felt there needed to be a cap in the dollar amount, for example the price should not exceed appropriated dollar figure and the wording should be incorporated into the resolution and contract. Motion to award the contract for carpet installation on an as needed basis to JMD Commercial Flooring LLC with the recommendation by the Attorney to include wording of the cap in dollar amount not to exceed was made by Commissioner Kiesche and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-25 approving advertisement for Special Rental Assistance Demonstration Counsel (RAD) services.

Commissioner Kiesche asked if our Counsel and our Accountant could do these services. Mr. Furlong, Accountant for the Authority said no, that these are specialized services dealing solely with the Rental Assistance Demonstration Program. Motion to approve the advertisement for Special Rental Assistance Demonstration Counsel was made by Commissioner Conroy and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-26 approving advertisement for Financial Services Consultant Rental Assistance Demonstration (RAD).

Motion approving advertisement for Financial Services Consultant for RAD was made by Commissioner Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-27 approving advertisement for sidewalk repair.

Commissioner Catalano suggested that we look into the Townships sidewalk fund to see if we could get assistance with the funding for this project. Chair Terebush asked Commissioner Catalano to make some calls, since he is familiar with the program to see if we qualify and can benefit from the Townships sidewalk fund. Commissioner Catalano agreed. Motion to approve advertisement if needed was made by Commissioner Scaturro and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-28 approving advertisement for office space renovation at Forge Pond.

Motion approving advertisement for Office Space Renovations was made by Commissioner Scaturro and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-29 awarding contract for Fee Accountant services.

Motion to award contract for Fee Accountant Services to Thomas Furlong was made by Commissioner Kiesche and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-30 awarding contract for Legal Services.

Held until after executive session.

- Resolution 2015-31 awarding contract for Auditor Services.

Commissioner Scaturro asked Mr. Furlong for his recommendation for the Auditor Services. There was a discussion as to why Mr. Furlong was asked for his evaluation. Mr. Furlong explained that he reviewed all the proposals and he has worked with the top three candidates and they are all qualified for Auditor Services. He further explained that his recommendation for Fallon & Larson was based on experience. Motion to award contract for Auditor Services was made by Commissioner Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-32 authorizing write off of accounts receivable for prior tenants who ceased tenancy with amounts still due the Authority.

Motion to authorize write off of accounts receivable for prior tenants who ceased tenancy with amounts still due the Authority was made by Commissioner Scaturro and seconded by Commissioner Conroy. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-33 Adoption of the Annual Budget and Capital Budget FYE June 30, 2016.

Mr. Furlong explained this is the budget that was introduced at the prior meeting and now we must adopt it and send back to the State after the open public meeting. Motion to open floor to the public for any questions regarding the budget was made by Commissioner Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye". At 7:41PM Chair Terebush asked if anyone in the audience had any questions. Hearing none, motion to close this special portion was made by Commissioner Kiesche and seconded by Commissioner Schick. Upon roll call all Commissioners voted "Aye". The Board resumed its regular meeting at 7:43PM. Motion to adopt the budget was made by Commissioner Kiesche and seconded by Commissioner Dyer. Upon roll call all Commissioners voted "Aye".

1. Public Portion

Florence Tillotson, George Conway resident said she loves the Forge Pond garden and she also wanted the Board to know she is involved with making blankets, gathering food for the veterans as well as her involvement with Breast Cancer fund and any donations would be greatly appreciated. Several residents had complaints about the current cleaning company. Mrs. Watson said she as well, is displeased with the job they are doing and notices have went out. She informed Mr. Brady that she will be sending him copies of the letters and would like assistance with terminating their contract. Wilma Flagg, Forge Pond resident thanked Mrs. Watson and the staff for cleaning and painting the trash rooms. Lorraine Vandermark, David Fried resident complained that she does not like walking her trash to the dumpsters and asked for the trash bins to be placed in each building in David Fried. There was a discussion regarding the subject and how the Fire Department said it was a violation to have trash bins in the laundry rooms of David Fried. Mrs. Watson said she will speak to the Fire Department and ask if it's a violation to have the bins in the laundry rooms. Residents of Forge Pond asked if they would be getting a grill to have their fourth of July party. Mrs. Watson said yes.

2. Executive Session

Motion to enter into Executive Session for the purpose of discussing Executive Director/Inter-local Service Contract and Board Attorney Contract was made by Commissioner Catalano and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye" the meeting was closed to the public at 8:25PM

Motion to come out of closed session was made by Commissioner Scaturro and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

Motion to open the meeting to the public was made by Commissioner Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye". The meeting was open to the public at 10:14PM

- Resolution 2015-22 approving a shared service agreement between Ocean City Housing Authority and the Brick Housing Authority.

Chair Terebush asked for a motion to enter an agreement with Ocean City Housing Authority and the Brick Housing Authority for 6 months, with no increase in compensation, and wording to be changed in #13 in the agreement to read on behalf of the Board. Mrs. Watson explained why she felt the increase was warranted, and she asked the Board to reconsider, however if they would not she would like to go back to two days. There was a brief discussion with only approving the noted changes. Motion to enter into a 6 month agreement, with no increase to compensation and wording of #13 to read “on behalf of the Board” was made by Commissioner Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners Catalano, Schick, Conroy, Kiesche, Scaturro voted “Aye”. Commissioners Dyer and Terebush voted “Aye” on extending the contract with the wording of #13 changed, however they both voted “No” on the no increase to compensation.

- Resolution 2015-30

There was a brief discussion as to the Board’s desire to interview the three top candidates for legal counsel. Commissioner Kiesche made a motion to reject the resolution of award for legal counsel was made by Commissioner Kiesche and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted “Aye”.

Motion to extend Brady & Kunz’s contract for one month was made by Commissioner Kiesche and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted “Aye”.

Motion to have a special meeting to be held on July 20th, 2015 to interview and pose questions to the top three candidates was made by Commissioner Kiesche and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted “Aye”. Mrs. Watson said she would call each candidate to see their availability for that date and advertise accordingly.

1. Nomination and election of Chairperson

The Executive Director asked for nominations for the position of Chair. Commissioner Dyer nominated Commissioner Terebush and seconded by Commissioner Conroy. Upon roll call, Commissioners Dyer, Conroy and Terebush voted “Yes”. Commissioners Catalano, Schick, Scaturro and Kiesche voted “No”.

Commissioner Catalano nominated Commissioner Schick for the position of chair. Commissioner Kiesche seconded the motion. Upon roll call, Commissioners Catalano, Schick, Scaturro, Conroy, and Kiesche voted “Aye”. Commissioner Terebush and Dyer voted “No”.

2. Nomination and election of Vice-Chairperson

Chairman Schick opened the floor for nominations of Vice-Chairperson. Commissioner Catalano nominated Commissioner Kiesche for Vice-Chair. Commissioner Scaturro seconded the motion. Upon roll call, all Commissioners voted "Aye".

ADJORNMENT

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Kiesche and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 10:46PM.

A handwritten signature in dark ink, appearing to read "Alesia R. Watson", with a stylized flourish at the end.

Alesia R. Watson, PHM RPPO
Secretary/Assistant Executive Director

MINUTES

Special Meeting
July 20, 2015

The special meeting of the Housing Authority of the Township of Brick was held on July 20, 2015 at 6:30 PM at the David Fried Community Room, 157 Chambers Bridge Road, Brick, NJ 08723.

The meeting was called to order by Chairman Schick at 6:30 PM.
The meeting began with the reading of the Sunshine Law Statement.

Upon Roll Call those present were:

Commissioner Terebush
Commissioner Kiesche
Commissioner Schick
Commissioner Catalano

Commissioner Dyer
Commissioner Scaturro
Resident Commissioner James Conroy

Also present were Executive Director Alesia Watson, and Terry Brady, Board Attorney.

Chairman Schick announced the purpose of the special meeting is to conduct interviews on the three top candidates for the General Legal Services. After each candidate introduces themselves and give an overview of their firm, the Board will have an opportunity to ask questions. The Board interviewed the following firms:

- Decotiss, FitzPatrick & Cole, LLP
- Eric M. Bernstein & Associates, LLC
- Brady & Kunz

Motion to enter into closed session to discuss General Legal Service Contract was made by Commissioner Catalano and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye". The meeting was closed to the public at 7:15PM.

Motion to open the meeting to the public was made by Commissioner Kiesche and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye". The meeting resumed at 8:15PM.

Motion to award General Legal Services, numbered Resolution 2015-30 to the firm Brady & Kunz was made by Commissioner Catalano and seconded by Commissioner Kiesche. Upon roll call, Commissioners Scaturro, Catalano, Kiesche and Schick voted "Aye". Commissioners Terebush, Conroy and Dyer voted "No".

ADJORNMENT

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Kiesche and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 8:16PM.



Alesia R. Watson, PHM RPPO
Secretary/Assistant Executive Director

Regular Meeting
July 27, 2015

The regular meeting of the Housing Authority of the Township of Brick was held on July 27, 2015 at 6:30 PM at the David Fried Community Room, 157 Chambers Bridge Road, Brick, NJ 08723.

The meeting was called to order by Chairman Schick at 6:30 PM.
The meeting began with the reading of the Sunshine Law Statement.

Upon Roll Call those present were:

Commissioner Catalano	Commissioner Kiesche
Commissioner Terebush	Commissioner Schick
Commissioner Conroy	

Also present were Executive Director Alesia Watson, and Joe Coronato, Jr., Board Attorney.

Absent from the meeting was Commissioner Scaturro and Commissioner Dyer.

APPROVAL OF MINUTES

Chairman Schick asked for a motion to approve the minutes submitted to all Commissioners from the Regular Meeting held June 30, 2015. Motion to approve was made by Commissioner Catalano and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

Chairman Schick asked for a motion to approve the minutes from the special meeting held on July 20, 2015. Motion to approve was made by Commissioner Kiesche and seconded by Commissioner Conroy. Upon roll call, all Commissioners voted "Aye".

Chairman Schick asked for a motion to approve the minutes from the Executive Session held on July 20, 2015. Motion was made by Commissioner Catalano and seconded by Commissioner Kiesche. Commissioner Conway said he had an issue with how this was handled and he did not have time to review the qualifications of the Attorneys whom submitted bids. There was a brief discussion. Upon roll call, all Commissioners Catalano, Terebush, Kiesche and Schick voted "Aye". Commissioner Conroy voted "No".

TREASURER'S REPORT

Commissioner Catalano read the statement of actual to budget comparison report for those present. Approval of the treasurer's report was made by Commissioner Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

EXECUTIVE DIRECTORS REPORT

Mrs. Watson read the Executive Directors report for those present. Commissioner Catalano said he did reach out to the Township regarding the sidewalk repairs and we would not qualify for the grant since we are a Federal building and the fund is for public repairs around the Township. Commissioner Catalano also inquired about the time frame needed to employ the RAD special Counsel and Financial Services. Mrs. Watson said she would ask Mr. Furlong. Commissioner Conroy asked if sidewalk repair would be for Forge Pond as well. Mrs. Watson said yes.

COMMITTEE REPORT

There were no committee reports for this period.

OLD BUSINESS

Commissioner Conroy reiterated how he did not approve of the handling of the General Legal Service Contract. Mr. Coronato stated there was a vote at the Special Meeting and at that time Commissioner Conroy had the opportunity to comment at that time however, the contract has already been awarded by majority vote.

NEW BUSINESS

- **Resolution 2015-33 amending authorized signatories to sign checks.**
Motion to amend authorized signatories of checks was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call all Commissioners Catalano, Terebush, Kiesche and Chairman Schick voted "Aye". Commissioner Conroy voted "No".
- **Resolution 2015-34 authorizing contract between HATB and Transport Workers Union.**
Commissioner Kiesche asked that the wording for Article pertaining to uniforms be changed to include safety equipment such as steel tip boots, back braces, snow boots and any other safety equipment that may be needed to perform work and prevent a workmen's comp case. Commissioner Terebush asked if we could accept with changes. Mr. Coronato said yes, if the motion is with the changes. Commissioner Kiesche asked for a motion to authorizing contract between HATB and Transport Worker Union with the terminology change in the article pertaining to uniform allowance. Motion was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".
- **Resolution 2015-35 authorizing advertisement if necessary all procurement pertaining CFP 2013.**
Motion authorizing advertisement if necessary on all procurement pertaining to CFP 2013 was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".
- **Resolution 2015-36 terminating cleaning contract.**
There was a brief discussion led by Mrs. Watson as to the steps that were taking in regards to this contract. Motion to approve terminating the cleaning contract was made by Commissioner Catalano and seconded by Commissioner Conroy. Upon roll call, all Commissioners voted "Aye".
- **Resolution 2015-37 approving the 2015/2016 Schedule of Board Meeting dates.**
Commissioner Terebush asked why the meeting locations were changed back to David Fried, when last month there was a discussion of rotating the meetings at the request of the residents. Chairman Schick said for consistency and parking purposes. Two residents from Forge Pond that were in attendance said they would like the meetings at Forge Pond. There was a discussion. Motion to table this resolution was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

PUBLIC INPUT

Frank Carnesi, Forge Pond Resident said Mrs. Watson is doing a good job and effort to clean this complex up. He also added that Mr. Keys charges a lot of money to duplicate apartment door keys and apparently they are the only ones that can. Mrs. Watson said she would look into another locksmith or inquire about getting a key cutter.

Frank Galletto, Forge Pond Resident agreed with the exorbitant amount Mr. Key's charges for key duplications. He also thanked Mrs. Watson for all she has done for Forge Pond.

Karmella Giglio, Forge Pond wanted to publically thank Mrs. Watson for everything she has accomplished in the time she has been here at the Authority.

EXECUTIVE SESSION

No need for Executive Session

ADJORNMENT

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Kiesche and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 7:26PM.



Alesia R. Watson, PHM RPPO
Secretary/Assistant Executive Director

MINUTES

Special Meeting
August 17, 2015

The special meeting of the Housing Authority of the Township of Brick was held on August 17, 2015 at 6:30 PM at the David Fried Community Room, 157 Chambers Bridge Road, Brick, NJ 08723.

The meeting was called to order by Chairman Schick at 6:30PM

The meeting began with the reading of the Sunshine Law Statement.

Upon Roll Call those present were:

Commissioner Terebush
Commissioner Kiesche

Commissioner Dyer
Commissioner Schick

Also present were Executive Director Alesia Watson, and Terry Brady, Board Attorney.

Absent from the meeting was Commissioner Catalano and Commissioner Scaturro.

APPROVAL OF PAYMENT VOUCHERS:

Motion to approve for payment vouchers #25224 through #25243, Operating Account was made by Commissioner Dyer and seconded by Chairman Schick. Commissioner Terebush asked for the status of the Bed Bug situation. Mrs. Watson said that she has had no new reported cases regarding bed bugs in the complex however, we recently had an infestation of fleas in an apartment in David Fried. Upon roll call all Commissioners voted "Aye".

NEW BUSINESS

- Resolution 2015-37 approving the 2015/2016 Schedule of Board Meeting Dates.

Commissioner Terebush asked why the meetings were not being rotated amongst the different buildings. Chairman Schick said that a poll of the tenants had a majority wanting the meetings to continue in David Fried. Those tenants who have trouble attending would be offered transportation and notices will go out. There was also a discussion regarding when the re-org meeting should take place. Vice-Chairman Kiesche felt that the re-org should take before the scheduled meeting. Commissioner Terebush stated that the regular meeting is old business and the re-org should be held after since the new appointments are for July. Motion to approve the 2015/16 schedule as submitted was made by Chairman Schick and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

Regular Meeting
August 31, 2015

The regular meeting of the Housing Authority of the Township of Brick was held on August 31, 2015 at 6:30 PM at the David Fried Community Room, 157 Chambers Bridge Road, Brick, NJ 08723.

The meeting was called to order by Chairman Schick at 6:30 PM.
The meeting began with the reading of the Sunshine Law Statement.

Upon Roll Call those present were:

Commissioner Catalano	Commissioner Dyer
Commissioner Scaturro	Commissioner Schick
Commissioner Terebush	Commissioner Kiesche

Also present were Executive Director Alesia Watson, and Terry Brady, Board Attorney.

APPROVAL OF MINUTES

Chairman Schick asked for a motion to approve the minutes submitted to all Commissioners from the Regular Meeting held July 27, 2015. Motion to approve was made by Commissioner Catalano and seconded by Vice Chairman Kiesche. Upon roll call, Commissioners Catalano, Terebush, Kiesche and Chairman Schick voted "Aye". Commissioners Scaturro and Dyer abstained because they were absent from the meeting.

Chairman Schick asked for a motion to approve the minutes from the special meeting held on August 17, 2015. Motion to approve was made by Vice Chairman Kiesche and seconded by Chairman Schick. Upon roll call, all Commissioners Terebush, Dyer, Kiesche and Chairman Schick voted "Aye". Commissioners Catalano and Scaturro abstained because they were absent from the meeting.

TREASURER'S REPORT

Commissioner Catalano read the statement of actual to budget comparison report for those present. Approval of the payment vouchers listed in the treasurer's report was as follows:

Motion to approve for Section 8 payment vouchers was made by Vice-Chairman Kiesche and seconded by Commissioner Catalano. Upon roll call all Commissioners voted "Aye".

Motion to approve for Operating Account payment vouchers was made by Vice-Chairman Kiesche and seconded by Commissioner Scaturro. Upon roll call, Commissioners Catalano, Scaturro, Dyer voted "Aye". Commissioner Terebush and Vice-Chairman Kiesche voted "Aye" on all except payment voucher #25256 and #25260 in which they both abstained. Chairman Schick voted "Aye" on all except payment voucher #25640 in which he abstained.

EXECUTIVE DIRECTORS REPORT

Mrs. Watson read the Executive Directors report for those present. Commissioner Catalano asked about the Concrete Bid that was received. Mr. Brady gave his opinion on how the procurement should be handled. Mrs. Watson said several companies picked up the specification package however, the one bid received was over budget for the project.

COMMITTEE REPORT

There were no committee reports for this period.

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

- **Resolution 2015-40 awarding contract for Special Rental Assistance Demonstration Counsel (RAD) Services.**

Chairman Schick reiterated the discussion that was held at the special meeting on this resolution. Motion to award the contract for special rental assistance demonstration counsel to MS&B Firm with a contract price not to exceed \$50,000.00 was made by Commissioner Catalano and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

- **Resolution 2015-41 authorizing the HATB to submit certification for the Section 8 Management Assessment System (SEMAP).**

Motion to authorize the HATB to submit certification for the Section 8 Management Assessment System (SEMAP) was made by Commissioner Catalano and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

- **Resolution 2015-42 authorizing award of contract for installation of security cameras at Forge Pond.**

Motion authorizing award of contract for the installation of security cameras at Forge Pond to Premier Security was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

- **Resolution 2015-43 authorizing award of contract for installation of irrigation system at David Fried Complex.**

Motion authorizing award of contract for installation of an irrigation system at David Fried Complex was made by Chairman Schick and seconded by Commissioner Catalano. Commissioner Scaturro asked what the irrigation system would cover. Mrs. Watson said the whole area around David Fried. Upon roll call, all Commissioners voted "Aye".

PUBLIC INPUT

Wilma Flagg, Forge Pond resident thanked the Board and Ms. Watson for all the good things that have been happening around the Housing Authority. She also mentioned that there were no signs posted regarding the Board Meeting. Mrs. Watson apologized. Ms. Flagg asked if there was anything that could be done about the smokers that sit outside the entrance doors. Mrs. Watson said she would address this subject matter at the next tenant meeting.

EXECUTIVE SESSION

Chairman Schick asked for a motion to enter into closed executive session for the purpose of discussing pending or anticipated litigation; specifically Weiner ADA letter. Motion to enter into closed session was made by Commissioner Catalano and seconded by Vice Chairman Kiesche. Upon roll call all Commissioner voted "Aye". The meeting was closed at 7:18PM

Motion to open the meeting was made by Vice Chairman Kiesche and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye" The meeting was opened to the public at 7:34PM.

ADJORNMENT

There being no further business to be brought before the Commissioners, motion to adjourn was made by Vice Chairman Kiesche and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 7:35PM.



Alesia R. Watson, PHM RPPO
Secretary/Assistant Executive Director

Regular Meeting
September 21, 2015

The regular meeting of the Housing Authority of the Township of Brick was held on September 21, 2015 at 6:30 PM at the David Fried Community Room, 157 Chambers Bridge Road, Brick, NJ 08723.

The meeting was called to order by Chairman Schick at 6:30 PM.
The meeting began with the reading of the Sunshine Law Statement.

Upon Roll Call those present were:

Commissioner Catalano	Commissioner Kiesche
Commissioner Terebush	Commissioner Schick
Commissioner Dyer	

Also present were Executive Director Alesia Watson, and Terry Brady, Board Attorney.

Absent from the meeting was Commissioner Scaturro

APPROVAL OF MINUTES

Chairman Schick asked for a motion to approve the minutes submitted to all Commissioners from the Regular Meeting held August 31, 2015. Motion to approve was made by Commissioner Catalano and seconded by Vice-Chairman Kiesche. Upon roll call, all Commissioners voted "Aye".

TREASURER'S REPORT

Commissioner Catalano read the statement of actual to budget comparison report for those present.

Motion to approve for payment vouchers #27977 through #28046 and Direct Deposit D5398 through D5454, Section 8 Account was made by Vice-Chairman Kiesche and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers #25278 through #25300, Operating Account was made by Commissioner Dyer and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

EXECUTIVE DIRECTORS REPORT

Mrs. Watson read the Executive Directors report for those present.

COMMITTEE REPORT

There were no committee reports for this period.

OLD BUSINESS

There was no old business to report for this period.

NEW BUSINESS

- **Resolution 2015-45 rejecting the bid received on the curb and sidewalk repair.**
Mrs. Watson explained that this project came in over budget. There was a lengthy discussion regarding rebidding and revising the bid specifications. Vice-Chairman Kiesche asked if we could do a shared service with Chambers Bridger Residence or utilize the Townships curb and sidewalk fund. Commissioner Catalano said he spoke to the Township and we cannot utilize the funds they have set aside for sidewalk and curb repair because this is Federal Property. Motion to reject the one bid received on this project was made by Commissioner Dyer and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".
- **Resolution 2015-46 approving the hiring of two part-time cleaning employees.**
Mrs. Watson said she met with the Personnel Committee and this was discussed. Motion to approve for the hiring of two part-time cleaning employees was made by Commissioner Catalano and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

PUBLIC INPUT

Several tenants from Forge Pond complained about the building and the trash rooms, their complaints were regarding the cleaning of the building and the garbage not being done and the smell coming from the rooms is unbearable. Ms. Watson said she will address their concerns and all will be discussed at the next tenant meeting.

Ms. Allure Cawley, Forge Pond complained about her apartment having cold floor tiles and black lines down the wall. Ms. Watson will have maintenance look into her concerns.

Several tenants from Forge Pond complained about the resident assigned to the community garden. They stated the man was obnoxious to everyone and that he virtually abandoned the garden and the Housing Authority wasted money donating to the cause. Mrs. Watson said she will set up a meeting with the individual. There was also a discussion regarding the Forge Pond community room bathrooms being locked. Mrs. Watson said they are locked because residents are vandalizing them and this to will be discussed at the next resident meeting.

EXECUTIVE SESSION

No need for Executive Session

ADJORNMENT

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Dyer and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 7:26PM.

Alesia R. Watson, PHM RPPO
Secretary/Assistant Executive Director

Regular Meeting
October 26, 2015

The regular meeting of the Housing Authority of the Township of Brick was held on October 26, 2015 at 6:30 PM at the David Fried Community Room, 157 Chambers Bridge Road, Brick, NJ 08723.

The meeting was called to order by Vice Chairman Kiesche at 6:30 PM.
The meeting began with the reading of the Sunshine Law Statement.

Upon Roll Call those present were:

Commissioner Catalano
Commissioner Scaturro

Commissioner Kiesche
Commissioner Dyer

Also present were Executive Director Alesia Watson, and Terry Brady, Board Attorney.

Absent from the meeting was Commissioner Terebush and Chairman Schick.

APPROVAL OF MINUTES

Mrs. Watson said she received a phone call prior to the meeting from Commissioner Terebush whom pointed out there needs to be a correction to the minutes to reflect that the Finance Committee had met in September to discuss expenditures. Vice Chairman Kiesche asked for a motion to approve the minutes with corrections submitted to all Commissioners from the Regular Meeting held September 21, 2015. Motion to approve was made by Commissioner Catalano and seconded by Commissioner Dyer. Upon roll call, Commissioners Catalano, Dyer and Vice-Chairman Kiesche voted "Aye". Commissioner Scaturro abstained since he was absent from the meeting.

TREASURER'S REPORT

Commissioner Scaturro read the statement of actual to budget comparison report for those present.

Motion to approve for payment vouchers #28047 through #28114 and Direct Deposit D5455 through D5512, Section 8 Account was made by Commissioner Scaturro and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers #25313 through #25348, Operating Account was made by Commissioner Scaturro and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers #2245 through #2249, Tenant Security Account was made by Commissioner Scaturro and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers #4192 through #4193, Capital Fund Account was made by Commissioner Scaturro and seconded Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

EXECUTIVE DIRECTORS REPORT

Mrs. Watson read the Executive Directors report for those present.

COMMITTEE REPORT

There was no new business to discuss for this period.

OLD BUSINESS

There was no old business to report for this period.

NEW BUSINESS

There was no new business to report for this period.

PUBLIC INPUT

Ms. Ann Selk, David Fried resident handed out flyers asking for donations for the Church of Epiphany annual Thanksgiving Dinner.

Mr. Frank Carnesi, Forge Pond resident discussed a problem he is having with a tenant at Forge Pond. Mrs. Watson said she will discuss this with Mr. Carnesi after the Board Meeting.

Mr. Reginald Durant, Forge Pond resident said he did not see notices regarding the meeting posted and he also asked if bigger bulletin boards could be purchased for the Forge Pond Complex. Mrs. Watson said she would definitely look into larger bulletin boards and she apologized for the notice not being posted.

EXECUTIVE SESSION

No need for Executive Session

ADJORNMENT

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Catalano and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 7:00PM.



Alesia R. Watson, PHM RPPO
Secretary/Assistant Executive Director

Regular Meeting
November 23, 2015

The regular meeting of the Housing Authority of the Township of Brick was held on November 23, 2015 at 6:30 PM at the David Fried Community Room, 157 Chambers Bridge Road, Brick, NJ 08723.

The meeting was called to order by Vice Chairman Kiesche at 6:30 PM.
The meeting began with the reading of the Sunshine Law Statement.

Upon Roll Call those present were:

Commissioner Catalano	Commissioner Kiesche
Commissioner Scaturro	Commissioner Dyer
Commissioner Terebush	Chairman Schick

Also present were Executive Director Alesia Watson, and Terry Brady, Board Attorney.

APPROVAL OF MINUTES

Motion to approve the minutes of the October 26th regular meeting was made by Commissioner Dyer and seconded by Chairman Schick. Upon roll call, all Commissioners Catalano, Scaturro, Dyer, Vice Chairman Kiesche and Chairman Schick voted "Aye". Commissioner Terebush abstained.

TREASURER'S REPORT

Commissioner Scaturro read the statement of actual to budget comparison report for those present.

Motion to approve for payment vouchers #28115 through #28182 and Direct Deposit D5514 through D5567, Section 8 Account was made by Commissioner Catalano and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers #25358 through #25395, Operating Account was made by Commissioner Catalano and seconded by Commissioner Dyer. Commissioner Scaturro asked if an attempt was made to get the late fee waived from HD Supply and is inventory kept for the supplies we stock. Mrs. Watson said she would ask Rhoda to call and get the fee waived, she also added that there is an inventory on supplies. He also asked if Ocean City Maintenance Department is accountable for their time they spend in Brick. Mrs. Watson said they submit a time sheet. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers #2250 through #2251, Tenant Security Account was made by Commissioner Catalano and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers #4194 through #4196, Capital Fund Account was made by Commissioner Catalano and seconded Commissioner Terebush. Upon roll call, all Commissioners voted "Aye".

EXECUTIVE DIRECTORS REPORT

Mrs. Watson read the Executive Directors report for those present.

COMMITTEE REPORT

There was no new business to discuss for this period.

OLD BUSINESS

There was no old business to report for this period.

NEW BUSINESS

- Resolution 2015-47 authorizing the extension of the landscaping contract for one month.

Mr. Brady recited the contract law how it pertains to change orders and extensions to contracts and how it cannot exceed 20% of the contracted amount. He suggested that this should be cited on future resolutions and amounts need to be recorded. Motion to approve for the extension of the landscaping contract for one month was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-48 authorizing approval of change order to the security cameras contract.

Mr. Brady reiterated the contract law and how the change order cannot exceed 20% of the contracted amount. He will forward a resolution that the Housing Authority can use in the future for extensions and change orders. Motion to approve the change order to the security camera contract was made by Chairman Schick and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-49 authorizing the transfer of \$4,500.00 of the laundry services concession to fund the Tenant Service Account.

Motion to approve the transfer of \$4,500.00 of the laundry services concession to fund the Tenant Service Account was made by Commissioner Catalano and seconded by Commissioner Dyer. Mrs. Watson added this will be used for the tenant holiday party which is done every year. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-50 authorizing the submission of the HATB 2015 Annual Plan and an amendment to the five year plan for conversion to project based vouchers under the Rental Assistance Demonstration (RAD) Program.

Motion authorizing the submission of the HATB 2015 Annual Plan and an amendment to the five year plan for conversion to project based vouchers under the RAD Program was made by Commissioner Terebush and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-51 authorizing the HATB to execute a continued inter-agency agreement with the Ocean City Housing Authority.

Motion to approve a continued inter-agency agreement with the Ocean City Housing Authority was made by Commissioner Scaturro and seconded by Commissioner Catalano. Commissioner Scaturro asked if there were any changes. Mrs. Watson said the only change was in the compensation. There was a brief discussion. Upon roll call, all Commissioners voted "Aye".

- Resolution 2015-52 authorizing an increase in salary to Nancy Nicholson, in the senior clerk typist position.

Commissioner Terebush made a request that when Committees such as personnel meet that it be brought to the entire Boards attention so if there are questions or concerns they can be addressed prior to the Board Meeting. Motion to authorize an increase in salary to Nancy Nicholson, in the senior clerk typist position was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

PUBLIC INPUT

Mr. Reginald Durant, Forge Pond resident asked if bigger bulletin boards could be purchased for the Forge Pond Complex. Mrs. Watson said this can and will be done as the renovations at Forge Pond takes place.

EXECUTIVE SESSION

No need for Executive Session

ADJORNMENT

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Catalano and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 7:00PM.



Alesia R. Watson, PHM RPPO
Secretary/Assistant Executive Director

Regular Meeting
December 21, 2015

The regular meeting of the Housing Authority of the Township of Brick was held on December 21, 2015 at 6:30 PM at the David Fried Community Room, 157 Chambers Bridge Road, Brick, NJ 08723.

The meeting was called to order by Vice Chairman Kiesche at 6:30 PM.
The meeting began with the reading of the Sunshine Law Statement.

Upon Roll Call those present were:

Commissioner Catalano

Commissioner Kiesche

Commissioner Scaturro

Chairman Schick

Also present were Executive Director Alesia Watson, and Terry Brady, Board Attorney.

Absent from the meeting was Commissioner Terebush and Commissioner Dyer.

APPROVAL OF MINUTES

Motion to approve the minutes of the November 23rd regular meeting was made by Commissioner Catalano and seconded by Commissioner Scaturro. Commissioner Terebush made a request at the November meeting that she be notified of committee decisions prior to a regularly scheduled meeting. Chairman Schick remained silent and did not make a comment at that time. Chairman Schick responded upon the approval of the minutes that for the record, the purpose of a committee is to meet, have discussion and make a collective decision. They then report their findings to the Executive Director who in turn puts the committee report onto the next meeting agenda. This has always been past practice. Calling any of the other 4 Commissioners to advise them of committee recommendations prior to the next scheduled meeting institutes a quorum. Discussion of committee recommendations cannot take place until it is on a scheduled monthly meeting agenda. Vice-Chairman Kiesche agreed. Upon roll call, all Commissioners voted "Aye". Afterwards, the Board Attorney advised that having conversations with other Commissioners about committee recommendations prior to a regularly scheduled meeting is a clear violation of the Sunshine Law.

TREASURER'S REPORT

Commissioner Scaturro read the statement of actual to budget comparison report for those present.

Motion to approve for payment vouchers #28183 through #28253 and Direct Deposit D5568 through D5620, Section 8 Account was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers #25403 through #25431, Operating Account was made by Commissioner Catalano and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers #2252 through #2253, Tenant Security Account was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

TREASURER'S REPORT continue...

Motion to approve for payment vouchers #4198 through #4202, Capital Fund Account was made by Commissioner Catalano and seconded Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye".

EXECUTIVE DIRECTORS REPORT

Mrs. Watson read the Executive Directors report for those present.

COMMITTEE REPORT

There was no new business to discuss for this period.

OLD BUSINESS

There was no old business to report for this period.

NEW BUSINESS

- Resolution 2015-53 appointing Alesia Watson as Fund Commissioner for the Joint Insurance Fund for this Authority.

Motion to appoint Alesia Watson as Fund Commissioner for the Joint Insurance Fund was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

PUBLIC INPUT

Mr. Frank Carnesi, Forge Pond resident complained that too many people are sitting around the front door at Forge Pond. He claims they are leaving a mess and gossiping and starting trouble. Mrs. Watson said that once the renovations at the building are started that the traffic and the sitting around should stop, however she will bring it up at the next tenant meeting that the Community Room should be utilized as the hangout and not the entrance.

Ms. Florence Tillotson, George Conway resident, informed the Board that the VFW has been supplying the Housing Authority with the American Flag and the POW Flag for several years free of charge. She feels that it would be a nice for the Board to formally thank the Commander and President of the VFW for this service. Ms. Watson said she would set something up in the upcoming months. Ms. Tillotson also thanked Ms. Watson and staff for the renovation of the new library at George Conway.

EXECUTIVE SESSION

No need for Executive Session

ADJORNMENT

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Catalano and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 6:55PM.

Alesia R. Watson, PHM RPPO
Secretary/Assistant Executive Director