

Regular Meeting  
January 25, 2016

The regular meeting of the Housing Authority of the Township of Brick was held on January 25, 2016 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.

Vice Chairman Kiesche welcomed new Resident Commissioner Peter Dunne.

Upon Roll Call those present were:

Commissioner Catalano

Commissioner Kiesche

Commissioner Scaturro

Chairman Schick

Commissioner Dunne

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 December 14<sup>th</sup> Board of Commissioners meeting was made by Commissioner Catalano and seconded by Chairman 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.

Motion to approve for payment vouchers #28254 through #28325 and Direct Deposit D5621 through D5675, Section 8 Account was made by Commissioner Catalano and seconded by Commissioner Dunne. Upon roll call, Commissioners Catalano, Scaturro, Vice Chairman Kiesche and Chairman Schick voted "Aye". Commissioner Dunne abstained on all.

Motion to approve for payment vouchers #25444 through #25475, Operating Account was made by Commissioner Catalano and seconded by Commissioner Scaturro. Upon roll call, Commissioners Catalano, Scaturro, and Chairman Schick voted "Aye". Vice Chairman Kiesche voted "Aye" on all except voucher #25445 in which he abstained. Commissioner Dunne abstained on all.

Motion to approve for payment vouchers #2254 through #2255, Tenant Security Account was made by Commissioner Scaturro and seconded by Commissioner Catalano. Upon roll call, Commissioners Catalano, Scaturro, Vice Chairman Kiesche and Chairman Schick voted "Aye". Commissioner Dunne abstained on all.

Motion to approve for payment vouchers #4203 through #4207, Capital Fund Account was made by Commissioner Catalano and seconded Commissioner Scaturro. Upon roll call, Commissioners Catalano, Scaturro, Vice Chairman Kiesche and Chairman Schick voted "Aye". Commissioner Dunne abstained on all.

## **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 2016-1 certifying review and authorizing submission of the Annual Independent Audit to the Local Finance Board of the State of New Jersey.

Vice Chairman Kiesche introduced Richard Larsen from Fallon and Larsen CPA's. Mr. Larsen reviewed the audit for the fiscal year ending 6/30/2015 with the Board. He noted there were two findings in the audit both related to procurement issues that occurred during the fiscal year. The findings will require that the Board adopt a corrective action plan that must be sent to the State of New Jersey for their review. The findings are considered to be minor in nature and did not affect the opinion the auditor provided. The audit presented an unqualified opinion which is the highest level of assurance that can be given. He also went over the new GASB 68 that requires all authorities to record its unfunded pension liability that was provided by the State of New Jersey. He stated that unlike most other Authorities he audits the liability did not create a negative net position for the Brick Housing Authority. He also reviewed the financial statements that reflect a very healthy financial position. In closing Mr. Larsen thanked and complimented the Brick Housing Authority staff for their cooperation during the audit.

Motion certifying review and authorizing submission of the Annual Independent Audit was made by Chairman Schick and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-2 authorizing second year snow plow contract to R. Collins Landcare.

Mr. Brady explained to the Board that the original bid specification that was passed in 2014 was advertised for the two year period ending May, 2016 however, the signed contract was drafted and signed for one year and this resolution is to acknowledge the second year is in force. Motion to approve was made by Commissioner Catalano and seconded by Vice Chairman Kiesche. Upon roll call, all Commissioners voted "Aye".

## **PUBLIC INPUT**

None to report.

### **EXECUTIVE SESSION**

Motion to close the meeting to the public was made by Commissioner Catalano for the purpose of discussing and/or reviewing matters exempt under the open public meetings act in Executive Session, specifically for the purpose of discussing contracts regarding the Executive Director/interlocal Service Contract; action may or may not be taken upon return to regular open session. Vice Chairman Kiesche seconded the motion. Upon roll call, all Commissioners voted "Aye". The meeting was closed to the public at 7:10PM.

Motion to open the meeting to the public was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye" the meeting was opened to the public at 7:46PM.

### **ADJORNMENT**

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Dunne and seconded by Vice Chairman Kiesche. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 7:49PM.

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

Regular Meeting  
February 29, 2016

The regular meeting of the Housing Authority of the Township of Brick was held on February 29, 2016 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.

Vice Chairman Kiesche announced this will be his last meeting because his appointment has expired.

Upon Roll Call those present were:

Commissioner Catalano  
Commissioner Scaturro  
Commissioner Dunne

Commissioner Dyer  
Commissioner Schick  
Commissioner Kiesche

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

Absent from the meeting was Commissioner Terebush.

### **APPROVAL OF MINUTES**

Motion to approve the minutes of the January 25th Board of Commissioners meeting was made by Commissioner Catalano and seconded by Commissioner Scaturro. Upon roll call, Commissioners Catalano, Scaturro, Dunne, Vice Chairman Kiesche and Chairman Schick voted "Aye". Commissioner Dyer abstained since he was not present at the January 25<sup>th</sup> Meeting.

Mr. Brady mentioned that the minutes of the closed session held on January 25<sup>th</sup> should be approved at the next meeting.

### **TREASURER'S REPORT**

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

Motion to approve for payment vouchers #28326 through #28402 and Direct Deposit D5676 through D5728, Section 8 Account was made by Commissioner Catalano and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers #25491 through #25523, Operating Account was made by Commissioner Catalano and seconded by Commissioner Dunne. Commissioner Dunne asked if there was a way we could condense the Comcast bills. Ms. Watson said the bill for location based on the address. Commissioner Scaturro asked that either a staff member or Commissioner try to attend the Chamber of Commerce events as a representative for the Housing Authority. Ms. Watson will find out the dates of meetings or events. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment voucher #2256, Tenant Security Account was made by Commissioner Catalano and seconded by Commissioner Dunne. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers #4208 through #4211, Capital Fund Account was made by Commissioner Catalano and seconded Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye".

Motion to approve the Treasurers report was made by Commissioner Catalano and seconded by Commissioner Scaturro. 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 regarding the prescription and dental plan for the employees. Currently the employees are listed under the Township Plan. The Town submits an invoice to the Authority including an administration fee and we pay the Township to cover the employees. The Township sent a letter that stated they will no longer continue this practice January 2017.

Chairman Schick and Vice Chairman Scaturro presented Commissioner Kiesche with a plaque thanking him for his service on the Housing Authority Board.

### **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 2016-3 authorizing second year contract for Risk Management to Brown & Brown.

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

- Resolution 2016-4 authorizing the Executive Director Contract.

Motion to approve was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye". Ms. Watson thanked the Board.

- Resolution 2016-5 authorizing an inter-local agreement with Ocean City Housing Authority.

Motion to approve was made by Commissioner Catalano and seconded by Commissioner Scaturro. Commissioner Scaturro asked if the Authority is protected in the event that Ocean City decided to end their agreement with Mrs. Watson. Mr. Brady informed the Board the inter-local agreement contains the same language as it did when Ms. Watson was full time in Ocean City and the Authority is protected. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-6 authorizing CFP (Capital Fund Program) FY 2016.

Motion to approve was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

- Vote for Vice Chairman.

Vice Chairman Kiesche announced since this will be his last meeting he would step down as Vice Chairman and asked for a recommendation for a new Vice Chairman. Chairman Schick made a motion recommending Commissioner Scaturro as Vice Chairman. Commissioner Catalano seconded the motion. Upon roll call, all Commissioners voted "Aye". Commissioner Scaturro is the new Vice Chairman for the Brick Housing Authority.

### **PUBLIC INPUT**

Chairman Schick took this opportunity to introduce the new Commissioner Kathy Russell. Mrs. Russell spoke about her accomplishments in the Township and expressed her excitement about working with the Board and the residents of the Brick Housing Authority.

Ann Selk, David Fried Resident wanted to report that squirrels have chewed wires in her car causing damage.

Diana Partusch, Forge Pond Resident said that during the snow storm she lost power in her unit and none of the outlets worked as noted in the memo that said in the event power goes out there is at least one outlet hooked up to the generator. Mrs. Watson said she will have a discussion with maintenance and have them take a look at her outlets.

Reginald Durant, Forge Pond Resident congratulated Vice Chairman Scaturro on his appointment as the new Vice Chairman for the Housing Authority. He also thanked Mrs. Watson and staff for the few issues he had that were taken of and for the wonderful job on the laundry room.

Sal Abazia, Forge Pond Resident thanked Commissioner Kiesche for all he has done for the Authority and wished Vice Chairman Scaturro luck in his new position.

Commissioner Dunne asked for motion to purchase utility vehicles for the maintenance staff. He handed out specifications and price proposals for the Board members to review. After discussion Chairman Schick recommended the Finance Committee review with Mrs. Watson and see if the purchase would be feasible.

### **EXECUTIVE SESSION**

None

**ADJORNMENT**

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Kiesche and seconded by Commissioner Dunne. 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  
March 21, 2016

The regular meeting of the Housing Authority of the Township of Brick was held on March 21, 2016 at 6:39 PM at the David Fried Community Room, 157 Chambers Bridge Road, Brick, NJ 08723.

The meeting was called to order by Chairman Schick at 6:39 PM.  
The meeting began with the reading of the Sunshine Law Statement.

Upon Roll Call those present were:

Commissioner Catalano (arrived 6:45PM)	Commissioner Dyer
Commissioner Russell	Commissioner Dunne
Commissioner Terebush	Commissioner Schick

Also present were Executive Director Alesia Watson, Tom Furlong, Fee Accountant and Terry Brady, Board Attorney.

Absent from the meeting was Commissioner Scaturro.

**APPROVAL OF MINUTES**

Motion to approve the minutes of the minutes of the closed session held on January 25, 2016 was made by Chairman Schick and seconded by Commissioner Dunne. Upon roll call, Commissioners Catalano, Dunne, and Chairman Schick voted "Aye". Commissioners Terebush, Dyer and Russell abstained.

Motion to approve the minutes of the February 29th Board of Commissioners meeting was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, Commissioners Catalano, Dunne, Dyer and Chairman Schick voted "Aye". Commissioners Terebush and Russell abstained.

**TREASURER'S REPORT**

Upon recommendation by the Executive Director, Tom Furlong, Fee Accountant for the Authority read the Treasurers report for those present.

Motion to approve for payment vouchers #28406 through #28477 and Direct Deposit D5729 through D57838, Section 8 Account was made by Commissioner Dunne and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers #25534 through #25557, Operating Account was made by Commissioner Dunne and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers #2257 through #2261, Tenant Security Account was made by Commissioner Catalano and seconded by Commissioner Dunne. Upon roll call, all Commissioners voted "Aye".



## **PRESENTATION AND/OR CORRESPONDENTS**

Mr. Tom Furlong detailed the progress and time line that has been made with the conversion to the RAD program. Mrs. Watson added that we would need to hold a special meeting to meet deadlines in regards to the RAD conversion. The Board agreed that the April 25<sup>th</sup> regular schedule meeting will now take place on April 18<sup>th</sup> to assure the deadlines are met. The discussion concluded with the understanding that the Board will be updated with each new phase of the conversion.

## **EXECUTIVE DIRECTORS REPORT**

Mrs. Watson mentioned that she had meeting with the Mayor, Township Business Administrator and the HATB Chairman to discuss the possibility of building a supportive veteran housing on a piece of land behind George Conway. Mr. Brady noted that planning and zoning would need to be taken into consideration. Mrs. Watson added there has been preliminary design drafts from previous consideration of building on that piece of land. After a lengthy discussion there was a motion on the table for two matters.

Motion to have a special meeting take place on April 18, 2016 was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

Motion to have a feasibility study conducted on future building projects was made by Commissioner Catalano and seconded by Commissioner Russell. Upon roll call, all Commissioners voted "Aye".

## **COMMITTEE REPORT**

Commissioner Russell who was assigned Chair of the By-laws committee said that there were aspects of the By-laws that would have to be updated. She will review and present the recommended changes at a later time.

## **OLD BUSINESS**

Commissioner Dunne asked if the Finance Committee met to discuss the purchasing of vehicles for the maintenance department. Mrs. Watson said a date has not been set yet and she will reach out to the committee.

## **NEW BUSINESS**

- Resolution 2016-7 establishing rent reasonableness for the Section 8 Housing Choice Voucher Program.

Motion to approve was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-8 approving the Authority's FY 2016 PHA Agency Plan which includes it's FY 2016 Annual Plan and its 5-Year Plan for FYs 2016-2020.

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

- Resolution 2016-9-authorizing travel and attendance for Commissioners and staff at the Annual MARC/NJNAHRO Conference and Trade Show April 24<sup>th</sup> through 27<sup>th</sup>, 2016.

Motion to approve was made by Commissioner Dunne and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-10 renewing the second year contract for elevator maintenance services to Federal Elevator, Brick, New Jersey.

Motion to approve was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-11 authorizing the advertisement for financing for capital improvements.

Motion to approve was made by Commissioner Dyer and seconded by Commissioner Dunne. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-12 authorizing the advertisement for landscaping services.

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

### **PUBLIC INPUT**

Siobhan Noonan, Forge Pond resident thanked the maintenance staff for the wonderful job they did after the snow storm.

Judy Garcia, Forge Pond resident said she is new to the Authority however the windows in her unit rattle in the wind, and her thermostat doesn't work. Mrs. Watson informed and requested that Ms. Garcia notify the office regarding work orders in the future and not wait until a board meeting to report apartment issues.

Tom Struble, David Fried resident asked when the lights between building 6 and 7 would be fixed. Mrs. Watson said she would look into it.

Reginald Durant, Forge Pond resident mentioned the residents are not receiving adequate notice regarding the meetings. Mr. Brady said adequate notice means it was advertised in advance in local papers. Mrs. Nicholson added that she was over in Forge Pond and that notices were posted and that she supplied Mr. Durant with the scheduled meeting dates. Mr. Durant had other request for new garbage cans on the grounds at Forge Pond. Mrs. Watson said she would look into the need to replace them.

### **ADJORNMENT**

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Russell and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 7:52PM.

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

Special Meeting  
April 18, 2016

The regular meeting of the Housing Authority of the Township of Brick was held on April 18, 2016 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 Catalano	Commissioner Dyer
Commissioner Russell	Commissioner Dunne
Commissioner Terebush	Commissioner Schick

Also present were Executive Director Alesia Watson, Tom Furlong, Fee Accountant and Terry Brady, Board Attorney.

Absent from the meeting was Commissioner Terebush.

#### **APPROVAL OF MINUTES**

Motion to approve the minutes of the minutes of the closed session held on March 21, 2016 was made by Commissioner Catalano and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

#### **TREASURER'S REPORT**

Vice Chairman Scaturro read the Treasurers report for those present.

Motion to approve for payment vouchers #28478 through #28548 and Direct Deposit D5785 through D5840, Section 8 Account was made by Commissioner Catalano and seconded by Vice Chairman Scaturro. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers #25567 through #25590, Operating Account was made by Commissioner Russell and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers #2267 through #2279, Tenant Security Account was made by Commissioner Catalano and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers #4212 through #4216, Capital Fund Program was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, Commissioners Catalano, Dyer, Scaturro and Chairman Schick voted "Aye" Commissioners Russell and Dunne voted "Aye" on all except those pertaining to their training courses.

## **PRESENTATION AND/OR CORRESPONDENTS**

Ms. Lisa Petrosky for N/W Financial introduced herself as the representative handling the RAD Conversion Financials. She handed out for Board review the proposal from Lakeland Bank as the lender whom submitted for RAD Conversion. After a lengthy discussion, Mrs. Petrosky answered all Board member concerns in regards to using Lakeland Bank.

## **EXECUTIVE DIRECTORS REPORT**

Mrs. Watson read her report for those present. Commissioner Scaturro had expressed his concern regarding sending a staff member to Forge Pond when the new office space is built. Mrs. Watson said she didn't have any one particular staff member in mind, however the office will be used as a working office that any staff member could utilize when they were in Forge Pond. After a lengthy discussion Chairman Schick asked that the resolution #2016-18 awarding contract to build the new office space be pulled from the agenda, he also requested agenda item 2016-14 be pulled also since the bank lender will do the appraisal.

## **COMMITTEE REPORT**

None to report

## **OLD BUSINESS**

Chairman Schick asked for the status of the outlets linked to the generator in Forge Pond that a tenant brought to the Boards attention at last month's meeting. Mrs. Watson said that maintenance has spoken to the tenant and advised that if the power goes out that's the only way to check. Commissioner Russell suggested that a color coded receptacle should be in every unit. Mrs. Watson agreed that this will be reviewed and rectified and she will instruct maintenance to order hospital grade outlet covers and set up and inspection for the generators to coordinate which outlets are linked to the generator. There was also a discussion regarding the property lights and a tenant issue concerning a thermostat. Mrs. Watson addressed all old business concerns.

## **NEW BUSINESS**

- Resolution 2016-13 Introduction to the Annual and Capital Budget for the fiscal year beginning July 1, 2016 and ending June 30, 2017.

Mr. Furlong introduced the Annual and Capital Budget to the Board. He went over in detail with the Finance Committee prior to the meeting and addressed all concerns and questions with the Budget and RAD transition. Motion to approve the introduction to the Annual and Capital Budget for the FYE 6/30/17 was made by Commissioner Catalano and seconded by Commissioner Dunne. Upon roll call, all Commissioners voted "Aye".

Motion to approve was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-14 authorizing the advertisement for request for proposal Land Appraisal.

Chairman Schick pulled resolution 2016-14 from the agenda since it was explained that the RAD Lender will take care of the land appraisal.

- Resolution 2016-15 authorizing the advertisement for request for proposal for Topographic Land Survey

Motion to approve was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-16 awarding contract for lender through RAD for Capital Improvements to Lakeland Bank.

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

- Resolution 2016-17 awarding contract for Lawn & Landscape to R. Collins Enterprises Inc.

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

- Resolution 2016-18 awarding contract to build a security booth and new office space at Forge Pond to Ocean Contractors.

Chairman Schick pulled the resolution so the Board may review this more in detail with the Executive Director.

#### **PUBLIC INPUT**

None

#### **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 7:50PM.

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

Regular Meeting  
May 23, 2016

The regular meeting of the Housing Authority of the Township of Brick was held on May 23, 2016 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 Scaturro at 6:30 PM.  
The meeting began with the reading of the Sunshine Law Statement.

Upon Roll Call those present were:

Commissioner Catalano	Commissioner Dunne
Commissioner Russell	Commissioner Scaturro
Commissioner Terebush	Commissioner Schick

Also present were Executive Director Alesia Watson, and Thomas Kunz, Board Attorney.

Absent from the meeting was Commissioner Dyer.

**APPROVAL OF MINUTES**

Motion to approve the minutes of the Board of Commissioners meeting held April 18, 2016 was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, Commissioners Catalano, Russell, Dunne and Chairman Schick voted "Aye". Commissioners Terebush and Scaturro abstained.

**TREASURER'S REPORT**

Vice Chairman Scaturro read the report for those present.

Motion to approve for payment vouchers #28595 through #28662, Section 8 Account was made by Commissioner Dunne and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers #25597 through #25631, Operating Account was made by Commissioner Dunne and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers #4217 through #4221, Capital Fund Account was made by Commissioner Dunne and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers #2280 through #2282, Tenant Security Account was made by Commissioner Catalano and seconded by Commissioner Russell. Upon roll call, all Commissioners voted "Aye".

### **EXECUTIVE DIRECTORS REPORT**

Mrs. Watson read her report for those present. A discussion regarding the progress with the oxygen user's alternatives for when there is a power outage was led by Commissioner Russell who felt the solution of supplying extension cords that leads to an outlet in the hallway for those oxygen users would pose as a safety hazard. The Board recommended that Mrs. Watson get a price quote to put designated outlets in each unit throughout the complex that are connected to the generator for such emergencies. Commissioner Catalano asked if repairs would be made to ovation way, since there are several pot holes. Mrs. Watson said she placed calls to the Township Road Department and has not received a call back.

### **COMMITTEE REPORT**

Commissioner Russell who was assigned Chair of the By-laws committee said she reviewed the By-laws and would like the Committee to meet to discuss updates and verbiage that she felt should be changed.

Vice Chairman Scaturro informed the Board that the Finance Committee met prior to the meeting with Rich Ginette of the Brooke Group which is resolution number 2016-23 awarding contract for a feasibility/market study. Discussion followed as to the cost projection and what the study entails. Commissioners Terebush and Russell felt the entire Board should be involved in a presentation. Vice Chairman Scaturro said that he felt the Finance Committee asked detailed questions and felt the handout was very detailed. Commissioner Terebush asked that the handouts be presented to the entire Board prior to the Board Meeting. Vice Chairman Scaturro understood her concern and said in the future that might be a good practice to follow. Mrs. Watson said as in all procurement the fee accountant certified the funds were available for the feasibility/market study and that any additional cost would be presented to the Finance Committee and the Board.

### **OLD BUSINESS**

None to report.

### **NEW BUSINESS**

- Resolution 2016-18 awarding contract to build a security booth and new office space at Forge Pond to Ocean Contractors.

Mrs. Watson explained that this will be a functioning office that any housing employee can use for privacy with the tenants as well as other beneficial services that can be provided to the seniors and/or disabled in a private office setting. She assured the Board that there would be no additional cost and that no one employee would be housed permanently in the office space. In regards to the security booth section there may be a tenant liaison that would be assigned and that those details would be ironed out once the booth is complete. Commissioner Terebush asked what other Housing Authorities Mrs. Watson said the attachment would show the submitted prices. Motion to approve award of contract to build the security booth and new office space at Forge Pond to Ocean Contractors, Brick, New Jersey was made by Commissioner Russell and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-19 awarding contract for General Legal Services for a second year option starting July 1, 2016 to the firm Brady & Kunz.

Commissioner Russell questioned why this was not being done at the Reorganizational Meeting as it has been done in the past and she also asked if it was allowed in the State of N.J. procurement law. Mrs. Watson said that it's the pleasure of the Board and the proposal in 2015 had a second year option, she also added that with the conversion to RAD she felt it important to retain those professional services that are familiar with the step process in which this Housing Authority was in. Commissioner Terebush stated that it's been the common practice to go out to bid and how can we be certain there is no one more qualified. After a lengthy discussion motion to award the second year option contract for General Legal Service's contingent on HUD approval to Brady & Kunz was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, Commissioner Catalano, Dunne, Vice Chairman Scaturro and Chairman Schick voted "Aye". Commissioner Russell abstained. Commissioner Terebush voted "No".

- Resolution 2016-20 awarding contract for Fee Accounting Services for a second year option starting July 1, 2016 to Thomas Furlong, CPA.

Motion to award contract for Fee Accounting Services for a second year option contingent on HUD approval was made by Chairman Schick and seconded by Commissioner Catalano. Upon roll call, Commissioners Catalano, Terebush, Dunne, Vice Chairman Scaturro, and Schick voted "Aye". Commissioner Russell abstained.

- Resolution 2016-21 awarding contract for Auditor Services for a second year option starting July 1, 2016 to Fallon & Larson.

Motion to award second year option contingent of HUD approval for Auditor Services was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, Commissioners Catalano, Terebush, Dunne, Vice Chairman Scaturro, and Chairman Schick. Commissioner Russell abstained.

- Resolution 2016-22 awarding contract for Topographic Land Survey to WSB Engineering Group.

Motion to award contract for Topographic Land survey to WSB Engineering Group was made by Chairman Schick and seconded by Commissioner Dunne. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-23 awarding contract for Feasibility/Market Study to Brooke Group LLC.

Motion to award contract for Feasibility/Market Study to Brooke Group LLC, was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".



## PUBLIC IMPUT

Mabel Gurski, Forge Pond resident said Mrs. Watson is doing a fabulous job managing the Housing Authority.

Mr. Carnesi, Forge Pond resident said he heard rumor that the hallways would be painted in Forge Pond and he feels they don't need to be painted. Vice Chairman Scaturro thanked him and reminded him that it's up to the Executive Director if the hallways need painting. Mr. Carnesi also added that all day and night long the TV and radio are on in the Community Room. Mrs. Watson said thank you for letting her know.

Mr. Reginald Durant, Forge Pond resident thanked management for all the improvements around the complex.

Ms. Wilma Flagg, Forge Pond resident asked if the sidewalks would be fixed at Forge Pond. Mrs. Watson said yes.

Ms. Ann Selk, David Fried resident complained about her neighbor who keeps feeding the squirrels. Mrs. Watson assured Ms. Selk that a letter has been drafted.

Mrs. Marianna Pontoriero, Council Liaison questioned Mrs. Watson as to when the call was made to Public Works regarding Ovation Way. She assured the tenants and the Board that she will look into who is responsible for fixing the pot holes on Ovation Way. Mrs. Pontoriero also asked the residents in attendance if they were interested in a neighborhood watch, all in attendance said yes. Mrs. Pontoriero will keep us posted on the status of the neighborhood watch.

Mr. David Nicola, GTS Consultants representative said that he would of liked to bid on the topographic land survey, however he never received the questions he had back in a timely manner and calls place to the office were not returned. Mrs. Watson said she replied to his questions via email on the same day they were due. Mr. Nicola noted that it was sent to a general email box. Vice Chairman Scaturro said he could of stopped by the office prior to the day before bid opening if he so inclined to bid on the project.

## EXECUTIVE SESSION

None

## ADJORNMENT

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Russell and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 7:52PM.

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

Regular Meeting  
June 27, 2016

The regular meeting of the Housing Authority of the Township of Brick was held on June 27, 2016 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 Dunne
Commissioner Russell	Commissioner Scaturro
Commissioner Terebush	Commissioner Schick
Commissioner Dyer	

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

**PUBLIC HEARING ON BUDGET ADOPTION**

Mr. Tom Furlong, Fee Accountant for the Authority informed the Board that a Public Hearing on the Budget must be conducted prior to adopting the Annual Budget. He also noted that on tonight's agenda there is a resolution amending the introduction budget. There was no public comment.

**APPROVAL OF MINUTES**

Motion to approve the minutes of the Board of Commissioners meeting held May 23, 2016 was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, Commissioners Catalano, Russell, Terebush, Dunne, Vice Chairman Scaturro and Chairman Schick voted "Aye". Commissioners Dyer abstained.

**PRESENTATIONS:**

Mr. Bakari Lee from McManimon, Scotland & Baumann, LLC and Lisa Petrosky-Muckle from NW Financial discussed, explained and answered questions in regards to Resolution #2016-25 and Resolution #2016-31 that appear on tonight's agenda. Both are needed for the conversion in the RAD program. They thoroughly explained the process and the steps that will follow.

**TREASURER'S REPORT**

Vice Chairman Scaturro read the report for those present.

Motion to approve for payment vouchers, Section 8 Account was made by Commissioner Russell and seconded by Vice Chairman Scaturro. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers, Operating Account was made by Commissioner Russell and seconded by Vice Chairman Scaturro. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers, Capital Fund Account was made by Commissioner Russell and seconded by Vice Chairman Scaturro. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers, Tenant Security Account was made by Commissioner Russell and seconded by Vice Chairman Scaturro. Upon roll call, all Commissioners voted "Aye".

## **EXECUTIVE DIRECTORS REPORT**

Mrs. Watson read her report for those present.

## **COMMITTEE REPORT**

Commissioner Dunne reported on behalf of the Building and Grounds Committee that the dryers in George Conway have not been properly working for the past several month. He suggested that the Housing Authority get a financial analysis on purchasing washers and dryers and maintaining them in house. Mrs. Watson explained that she has been in contact with the company representative and that she will conduct a financial cost analysis to see if Commissioner Dunne recommendation is feasible.

Commissioner Russell on behalf of the By-Law committee highlighted all the changes that were made to the By-laws that will be presented as a resolution on tonight's agenda.

## **OLD BUSINESS**

None to report.

## **NEW BUSINESS**

- Resolution 2013-13 amending introduction to the Annual Budget and Capital Budget FYE 6/30/2017.

Motion to amend the introduction to the Annual Budget and Capital Budget FYE 6/30/2017 was made by Commissioner Catalano and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-24 approving the adoption of the Annual Budget and Capital Budget FYE 6/30/2017.

Motion to approving the adoption of the Annual Budget and Capital Budget FYE 6/30/2017 was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-25 authorizing the negotiation and execution of a commitment letter with Lakeland Bank in connection with the Rental Assistance Demonstration conversion of the Brick Housing Authority.

Motion to authorize the negotiation and execution of a commitment letter with Lakeland Bank in connection with the Rental Assistance Demonstration conversion of the Brick Housing Authority was made by Commissioner Russell and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-26 Resolution approving the amendment to the Brick Housing Authority By-Laws.

Motion to approve the recommended changes to the Housing Authority By-laws was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-27 approving the amendment to the Pet Policy.

Mr. Brady explained that the pet policy has been amended to incorporate service animals in accordance with the law. Motion to approve the amendment to the Pet Policy was made by Commissioner Catalano and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-28 awarding contract for a second year for garbage and recyclable services to Waste Management.

Motion to award second year contract for garbage and recyclable services to Waste Management was made by Commissioner Russell and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-29 to approve for immediate critical repairs needed to be completed prior to the Authority's conversion to RAD.

Motion to approve for critical repairs needed to be completed prior to the Authority's conversion to RAD was made by Commissioner Russell and seconded by Commissioner Dunne. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-30 authorizing write off of accounts receivable for prior tenants who ceased tenancy with amounts still due the Authority.

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

- Resolution 2016-31 authorizing the supplemental questionnaire and application to the local finance board.

Motion authorizing the supplemental questionnaire and application to the local finance board was made by Commissioner Catalano and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

## **PUBLIC INPUT**

Mr. Frank Carnesi, Forge Pond resident, complained that the door near the dumpster is broken and anyone can get in the building. Mrs. Watson said she will have maintenance check the door. Mr. Carnesi also mentioned that someone on the trespass list has been seen in the building. Mrs. Watson reiterated that residents should notify the police when they see the individual on the property.

Ms. Wilma Flagg, Forge Pond resident said there is no emergency pull cord in the laundry room so if someone should fall in the laundry room there is no way to call for help. She also noted that there are no more bags in the pet stations. Mrs. Watson said the bags have been ordered. As far as the emergency pull cord that will be considered.

Mr. Reginald Durant, Forge Pond resident complimented the beautiful changes around the complex.

## **PUBLIC INPUT continued...**

Ms. Joyce Cini asked if there is an emergency plan in case of a fire in the building. Mrs. Watson, said the evacuation plan is behind every apartment door and she will send maintenance up to her apartment to go over with her.

## **EXECUTIVE SESSION**

None

## **RE-ORGANIZATIONAL SESSION**

Chairman Schick turned the meeting over to the Executive Director, Mrs. Waston, for the purpose of conducting election of officers.

For the office of Chairperson, Ms. Watson opened the floor for nominations.

Commissioner Catalano nominated Commissioner Schick for the position of Chairperson. Commissioner Russell seconded this nomination. There were no other nominations for Chairperson.

Commissioner Catalano made a motion to close nominations and Commissioner Russell seconded that motion. The Board indicated "Aye" to close nominations.

Upon roll call for the nomination of Stanley Schick as Chairman, all Commissioners voted "Aye".

Chairman Schick assumed the chair and opened the floor for nominations for Vice-Chairperson.

Commissioner Catalano nominated Commissioner Stephen Scaturro for the position of Vice-Chairperson. Chairman Schick seconded this nomination.

Commissioner Catalano moved to close nominations and Chairman Schick seconded that motion. The Board indicated "Aye" to close nominations.

Upon roll call for the nomination of Commissioner Stephen Scaturro as Vice-Chairman, all Commissioners voted "Aye"

## **ADJORNMENT**

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Russell and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 7:52PM.

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

Regular Meeting  
July 25, 2016

The regular meeting of the Housing Authority of the Township of Brick was held on July 25, 2016 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 Dunne
Commissioner Russell	Commissioner Scaturro
Commissioner Terebush	Commissioner Schick
Commissioner Dyer	

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

**APPROVAL OF MINUTES**

Motion to approve the minutes of the Board of Commissioners meeting and Re-Organizational Meeting held June 27, 2016 was made by Commissioner Catalano and seconded by Commissioner Russell. Upon roll call, all Commissioners voted "Aye".

**TREASURER'S REPORT**

Vice Chairman Scaturro read the report for those present. Motion to approve the treasurer's report was made by Commissioner Russell and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers, Section 8 Account was made by Commissioner Catalano and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

Commissioner Catalano pointed out that voucher #25711 was not listed on the voucher list. Mrs. Watson said she was unsure what that check was for. Motion to approve for payment vouchers, #25686 through #25710 Operating Account was made by Commissioner Catalano and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

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

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

## **EXECUTIVE DIRECTORS REPORT**

Mrs. Watson read her report for those present.

## **COMMITTEE REPORT**

Vice Chairman Scaturro said the finance committee met with the fee accountant to discuss the next phase of the RAD conversion.

## **OLD BUSINESS**

Commissioner Catalano asked for the status with Ovation Way considering the pot holes are getting worse. Mrs. Watson said she has a call put into the County to have the road fixed.

## **NEW BUSINESS**

- Resolution 2016-32 approving the Board of Commissioners scheduled Board meeting dates for the period August 2016 through July 2017.

Vice Chairman pointed out a typo on the number of the resolution. Mrs. Watson said it will be corrected. Motion to approve the meeting dates for the period August 2016 through July 2017 was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-33 authorizing award of Contract for Independent Auditor Services to Novogradac & Company, LLP. for Fiscal year ending 6/30/2016.

Commissioner Catalano thought we already awarded this to Fallon & Larson. Mrs. Watson said that HUD did not approve the second year option and the auditor had to go out to bid. She also explained that only one company submitted proposal and that Mr. Rich Larson is still the auditor however he merged with Novogradac & Company.

- Resolution 2016-34 authorizing the advertisement for carpet installation on an as needed basis.

Commissioner Catalano asked if we could bar the current contractor from bidding with us since we had a problem with him. Mr. Brady said yes, however there is a process and we will have to wait to see if he's the low bidder. Motion to advertise for carpet installation on an as needed basis was made by Commissioner Russell and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

### **PUBLIC INPUT**

Ms. Olga Esquilin, Forge Pond resident complained that there is no ventilation in the elevators, hallways and stairwells, and it is extremely hot, she feels this is a health concern. After a brief discussion Mrs. Watson said she will get an assessment on the heat in the hallways.

Ms. Wilma Flagg, Forge Pond resident thanked Mrs. Watson for moving the designated smoking area and she feels everything is working out just fine now. Ms. Judy Garcia, Forge Pond resident also thanked Mrs. Watson for the smoking area.

### **EXECUTIVE SESSION**

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 open public meeting act in executive session, specifically for the purpose of discussing US HUD/FHA disability discrimination inquiry and matters involving employment or appointment of a specific current or prospective officer or employee; action may or may not be taken upon return to regular open session. Motion to close the meeting to the public was made by Commissioner Catalano and seconded by Commissioner Russell. Upon roll call, all Commissioners voted "Aye". The meeting was closed to the public at 7:08PM.

Commissioner Catalano opened the meeting to the public at 7:46PM. Commissioner Dunne 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 Russell and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 7:48PM.

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



Regular Meeting  
August 29, 2016

The regular meeting of the Housing Authority of the Township of Brick was held on August 29, 2016 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 Dunne
Commissioner Russell	Commissioner Schick
Commissioner Terebush	Commissioner Dyer

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

Absent from the meeting was Commissioner Scaturro.

**APPROVAL OF MINUTES**

Motion to approve the minutes of the Board of Commissioners meeting and Re-Organizational Meeting held July 25, 2016 was made by Commissioner Russell and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

Motion to approve the minutes of the closed session from the regular meeting held on July 25, 2016 was made by Commissioner Russell and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

**TREASURER'S REPORT**

Commissioner Catalano read the report for those present. Motion to approve the treasurer's report was made by Commissioner Dunne and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers, Section 8 Account was made by Commissioner Dunne and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers, Operating Account was made by Commissioner Dunne and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

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

Motion to approve for payment vouchers, Capital Fund Account was made by Commissioner Dunne and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

### **EXECUTIVE DIRECTORS REPORT**

Mrs. Watson read her report for those present. Commissioner Dunne asked Ms. Watson if there is an update on the fire alarms in George Conway. Mrs. Watson said that the problem has been worked on today and hopefully corrected.

### **COMMITTEE REPORT**

None to report.

### **OLD BUSINESS**

Commissioner Catalano said that he has spoken with a representative from Comcast in regards to seeking a cheaper service for our residents. He will continue to look into and discuss with Comcast representatives in this matter.

Commissioner Russell asked if there has been a remedy to the hot hallways in the high rises. Mrs. Watson read a cost analysis study that was done several years ago and she expressed how that same analysis would most likely be much more. She added that this will be revisited once we close the RAD deal.

### **NEW BUSINESS**

- Resolution 2016-35 acknowledging the Memorandum of Understanding executed by the Township of Brick in regards to RAD Part 58 Environmental Review indemnifying responsible entity (Brick Township).

Motion to approve the Memorandum of Understanding executed by the Township of Brick in regards to RAD Part 58 Environmental Review indemnifying responsible entity (Brick Township) was made by Commissioner Catalano and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-36 authorizing the hiring of a resident liaison.

Mrs. Watson explained what the resident liaison position would entail and she introduced Ms. Partusch to the Board. Motion to approve the hiring of Diana Partusch as resident liaison was made by Commissioner Catalano and seconded by Commissioner Dunne. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-37 authorizing travel and reimbursement for the NAHRO conference in Atlantic City, September 25<sup>th</sup>, 26<sup>th</sup> and 27, 2016.

Motion to approve travel and reimbursement for the NAHRO conference in Atlantic City on September 25<sup>th</sup>, 26<sup>th</sup> and 27<sup>th</sup>, 2016 was made by Commissioner Russell and seconded by Commissioner Dunne. Upon roll call, all Commissioners voted "Aye".

## **PUBLIC INPUT**

Mr. Mike Karagiannakis, Forge Pond Resident complained that the sidewalks at Forge Pond are in desperate need of repair. Mrs. Watson said that the concrete work has already been scheduled and should start within the next few weeks. Mr. Karagiannakis also expressed concern over the wording of a memo that went to all the residents regarding noise complaint. Mrs. Watson said she wrote the memo and how he's interrupting it was not how it was intended.

Ms. Wilma Flagg, Forge Pond Resident complimented all the beautiful changes around the buildings and added that the lobby in Forge Pond looks so much better. She also requested that the office write a letter to the post office because mail has been lost and/or not delivered.

Ms. Judy Garcia, Forge Pond Resident reported that there are several lights out in the back of Forge Pond. She also complimented how beautiful the lobby and new offices look in her building and that Mrs. Partusch is a great pick for the position of resident liaison.

Ms. Barbara McGovern, George Conway resident wanted to commend the fire department and the staff on how quickly they responded and worked on the fire alarm situation. She also added the George Conway building is really coming along nicely since Mrs. Watson started.

Sal Abazia, Forge Pond resident asked if he could get a blue key that opens all the doors in Forge Pond. Mrs. Watson said that those keys are obsolete and that she is working on quotes to get a few of the exterior doors to work with a key pad or fob.

## **ADJOURNMENT**

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Catalano and seconded by Commissioner Russell. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 7:25PM.

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

Regular Meeting  
September 19, 2016

The regular meeting of the Housing Authority of the Township of Brick was held on September 19, 2016 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 Scaturro at 6:30 PM.  
The meeting began with the reading of the Sunshine Law Statement.

Upon Roll Call those present were:

Commissioner Catalano

Commissioner Russell

Commissioner Scaturro

Commissioner Dunne

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

Absent from the meeting was Commissioner Terebush, Commissioner Dyer and Chairman Schick.

**APPROVAL OF MINUTES**

Motion to approve the minutes of the Board of Commissioners meeting August 29, 2016 was made by Commissioner Dunne and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

**TREASURER'S REPORT**

Vice Chairman Scaturro read the report for those present. Commissioner Catalano asked if the vouchers for NW Financial had to do with the RAD. Mrs. Watson said yes. Motion to approve the treasurer's report was made by Commissioner Russell and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers, Section 8 Account was made by Commissioner Catalano and seconded by Commissioner Russell. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers, Operating Account was made by Commissioner Russell and seconded by Commissioner Dunne. Upon roll call, all Commissioners voted "Aye".

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

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

### EXECUTIVE DIRECTORS REPORT

Mrs. Watson read her report for those present. An update on RAD was discussed as well as other future projects. Mrs. Watson also informed the Board that the pending discrimination case has been resolved and the woman will be moving into a unit at the end of the month. Mr. Brady said that Mrs. Watson did an outstanding job handling and resolving the alleged discrimination case.

### COMMITTEE REPORT

None to report.

### OLD BUSINESS

Commissioner Russell asked Mr. Brady for the status of going before the planning board. Mr. Brady said that the application has been filed and it's a matter of going through the steps. He assured the Board that he will keep them informed.

### NEW BUSINESS

- Resolution 2016-38 approving travel and reimbursement for the NJNAHRO Conference in Atlantic City, November 14<sup>th</sup>, 15<sup>th</sup> & 16<sup>th</sup>, 2016.

Motion to approve travel and reimbursement for the NJNAHRO Conference was made by Commissioner Russell and seconded by Commissioner Dunne. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-39 rejecting all bids received for the sidewalk and curb repair at David M. Fried.

Mrs. Watson explained that the bids exceeded the budgeted amount for the project, she also explained that the work was not deemed a critical repair nor does it pose a safety issue. Motion to reject all bids received for the sidewalk and curb repair at David M. Fried was made by Commissioner Catalano and seconded by Commissioner Dunne. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-40 awarding contract for Exterior Caulking at Forge Pond to The G Meyer Group.

Commissioner Catalano asked Mr. Brady why there is a range in prices on the bids and should it concern us. Mr. Brady explained the different reasons but said this one looks straight forward and for the most part all prices are close. Mr. Brady asked Mrs. Watson if the funds for this project has been certified. Mrs. Watson said yes, Mr. Furlong certified the funds. Motion to award contract for exterior caulking at Forge Pond to the G Meyer Group from Bradley Beach, NJ in the amount of \$58,300.00 was made by Commissioner Catalano and seconded by Commissioner Russell. Upon roll call, all Commissioners voted "Aye".

### **PUBLIC INPUT**

Mr. Domenick Renzi a Forge Pond resident congratulated Mrs. Watson on the outstanding job she has done with all the changes she has implemented at the Authority. Vice Chairman Scaturro thanked Mr. Renzi and said it's always nice to hear compliments over complaints.

### **ADJOURNMENT**

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

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

### **EXECUTIVE DIRECTORS REPORT**

Mrs. Watson read her report for those present. An update on RAD was discussed as well as other future projects. Mrs. Watson also informed the Board that the pending discrimination case has been resolved and the woman will be moving into a unit at the end of the month. Mr. Brady said that Mrs. Watson did an outstanding job handling and resolving the alleged discrimination case.

### **COMMITTEE REPORT**

None to report.

### **OLD BUSINESS**

Commissioner Russell asked Mr. Brady for the status of going before the planning board. Mr. Brady said that the application has been filed and it's a matter of going through the steps. He assured the Board that he will keep them informed.

### **NEW BUSINESS**

- Resolution 2016-38 approving travel and reimbursement for the NJNAHRO Conference in Atlantic City, November 14<sup>th</sup>, 15<sup>th</sup> & 16<sup>th</sup>, 2016.

Motion to approve travel and reimbursement for the NJNAHRO Conference was made by Commissioner Russell and seconded by Commissioner Dunne. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-39 rejecting all bids received for the sidewalk and curb repair at David M. Fried.

Mrs. Watson explained that the bids exceeded the budgeted amount for the project, she also explained that the work was not deemed a critical repair nor does it pose a safety issue. Motion to reject all bids received for the sidewalk and curb repair at David M. Fried was made by Commissioner Catalano and seconded by Commissioner Dunne. Upon roll call, all Commissioners voted "Aye".

- Resolution 2016-40 awarding contract for Exterior Caulking at Forge Pond to The G Meyer Group.

Commissioner Catalano asked Mr. Brady why there is a range in prices on the bids and should it concern us. Mr. Brady explained the different reasons but said this one looks straight forward and for the most part all prices are close. Mr. Brady asked Mrs. Watson if the funds for this project has been certified. Mrs. Watson said yes, Mr. Furlong certified the funds. Motion to award contract for exterior caulking at Forge Pond to the G Meyer Group from Bradley Beach, NJ in the amount of \$58,300.00 was made by Commissioner Catalano and seconded by Commissioner Russell. Upon roll call, all Commissioners voted "Aye".

Regular Meeting  
October 24, 2016

The regular meeting of the Housing Authority of the Township of Brick was held on October 24, 2016 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 Russell
Commissioner Dyer	Commissioner Dunne
Vice Chairman Scaturro (via telephone)	Chairman Schick

Also present were Executive Director Alesia Watson, and Terry Brady, Board Attorney.  
Absent from the meeting was Commissioner Terebush.

**APPROVAL OF MINUTES**

Motion to approve the minutes of the Board of Commissioners meeting September 19, 2016 was made by Vice Chairman Scaturro and seconded by Commissioner Catalano. Upon roll call, Commissioners Russell, Catalano, Dunne, Vice Chairman Scaturro and Chairman Schick voted "Aye". Commissioner Dyer abstained because he was not in attendance for this meeting.

**PRESENTATIONS:**

Mr. Bakari Lee from McManimon Scotland who is our RAD special counsel attorney introduced and discussed the two resolutions on tonight's agenda. The first resolution for Board approval is #2016-42 appointing three Commissioners to serve on the Board of Trustees of the Brick Housing and Community Development Corporation. He explained to the Board that in order to participate in the RAD program one of the HUD requirements is that a management company other the Housing Authority manage the property once you convert to RAD. The goal is to create a nonprofit corporation entity which will serve as trustees of the management company. Mr. Lee suggested that out of the 7 trustees that 4 of those members will be from the Authority which will consist of the Chair, Vice Chair, Resident Commissioner and the Executive Director, those four members will appoint the other three. Commissioner Russell asked about the terms of those appointments. Mr. Lee explained that the members will serve as long as they hold that position. The Chair will serve as long as he is chair, the Executive Director will serve as long as they are Executive Director, however the other three members will have 4 years terms as noted in the corporation's bylaws. Commissioner Russell asked if the nonprofit had to raise funds. Mr. Lee said no, although they can. Commissioner Dyer expressed concern over the oversight of the property. Mr. Lee explained that the Board oversees the Corporation and the Corporation oversees the property. Mr. Lee stressed this is a HUD requirement embedded with the RAD program regulations. He also noted this is the first step in the process in forming the corporation. There being no more questions the second resolution for Board approval was explained.



### **PRESENTATIONS continued:**

Mr. Lee noted that the second resolution #2016-43 authorizing the issuance of not to exceed \$2,900,000 Rental Assistance Demonstration Bonds and related instruments and determining other matters in connection therewith is all part of the application to local finance regarding the bond and how we are quickly moving to closing the RAD deal and how we need to secure the bond. Commissioner Catalano had questions on how the loan operates, if refinancing is available and if we can carry debt of a mortgage. Mr. Furlong, Fee accountant who was also in attendance said yes we could refinance down the line and yes our finances are strong enough to go in this direction. Mr. Brady assured Board Members that we will still operate accordingly with open public meetings with the Board and the trustee corporation conducting their meetings, Fiscal procurement and local public contract laws must be abided and its business as usual. Chairman Schick thanked Mr. Lee and Mr. Furlong for taking the time to discuss this matter with the Board.

### **TREASURER'S REPORT**

Commissioner Catalano read the report for those present. Motion to approve the treasurer's report was made by Commissioner Russell and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers, Section 8 Account was made by Commissioner Dunne and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

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

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

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

### **EXECUTIVE DIRECTORS REPORT**

Mrs. Watson read her report for those present. There was a discussion regarding the Laundry Concessions – Mr. Brady recommended we did not cancel the contract at this time and other options were discussed. Mrs. Watson said she would look into a buyout from our current company handling our laundry rooms. Commissioner Catalano asked if the monthly take in could make enough for the buyout. Mrs. Watson said she will have to review all the Financial data.

### **COMMITTEE REPORT**

Chairman Schick noted for the record that the Finance Committee met and reviewed all the material that Mr. Bakari Lee presented and discussed with the Board.

## OLD BUSINESS

None to report or discuss.

## NEW BUSINESS

- **Resolution 2016-41** authorizing a Change Order for the G. Meyer Group. Motion to authorize a change order for the G. Meyer Group to add power washing of the third and fourth floor at Forge pond was made by Commissioner Russell and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

- **Resolution 2016-42** appointing three Commissioners to serve on the Board of Trustees of the Brick Housing and Community Development Corporation.

Chairman Schick reiterated that the three names to be added would be himself, the Vice Chairman Stephan Scaturro and the resident Commissioner Pete Dunne. Motion to approve the appointments was made by Commissioner Catalano and seconded by Commissioner Russell. Upon roll call, all Commissioners voted "Aye"

- **Resolution 2016-43** authorizing the issuance of not to exceed \$2,900,000 Rental Assistance Demonstration Bonds and related instruments and determining other matters in connection therewith.

Motion to authorize the issuance of not to exceed \$2,900,000 Rental Assistance Demonstration Bonds and related instruments and determining other matters in connection therewith was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

- **Resolution 2016-44** authorizing the execution of a conciliation agreement with the U.S.H.U.D Office of Fair Housing and Nancy J. Weiner.

Mr. Brady mentioned that this is to settle the pending discrimination case that was filed against the Authority. Motion to approve the authorization of the execution of a conciliation agreement with the U.S.H.U.D Office of Fair Housing and Nancy J. Weiner was made by Commissioner Russell and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

- **Resolution 2016-45** adopting a reasonable accommodation policy for residents with disabilities.

Motion adopting a reasonable accommodation policy for residents with disabilities was made by Commissioner Russell and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

## **PUBLIC INPUT**

Ms. Wilma Flagg, Forge Pond resident expressed her gratitude for the resident services department.

Ms. Diana Partusch, Forge Pond resident mentioned that several lights are out around the building. Ms. Watson explained to the Board that this has been an ongoing issue with the manufacture whom is now out of business. Ms. Partusch had several concerns about the post office delivery, the Christmas party and the status of the Security Booth. Mrs. Watson told Diana that she will meet with her and discuss those concerns with her.

Mr. Ron Brooks, George Conway resident mentioned that there are several cracks in the sidewalks around the front of George Conway. Mrs. Watson said that all the sidewalks will be repaired or patched over time.

Mr. Sal Abazia, Forge Pond resident said that a sign should be put up not to feed the squirrels. Ms. Carmen Serrano, George Conway resident said she is having problems with the tenants that live above her. Ms. Watson said that she will meet with her in the office to discuss this matter.

Ms. Jessica Hooverman a sister of a George Conway resident said she would like a safer smoking facility for the tenants and the hot water in her sisters unit is unacceptable and should be looked at. Mrs. Watson said she will speak with maintenance about the hot water.

Nancy George, Forge Pond asked for the status on Ovation Way. Ms. Watson said that repairs have been made.

Ann Selk, David Fried resident asked the Board for donations for the Thanksgiving dinner sponsored by Epiphany Church.

There was a discussion regarding Direct TV. Commissioner Dunne noted how media master is actually a contractor for Direct TV and were grouped like a hotel. Ms. Watson stated we have problems with direct tv and added she has a call into Comcast regarding a reduced rate for cable and she will pass along literature regarding a reduced internet program.

## **ADJOURNMENT**

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Russell and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 7:54PM.

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

Regular Meeting  
November 21, 2016

The regular meeting of the Housing Authority of the Township of Brick was held on November 21, 2016 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 Russell
Commissioner Dyer	Commissioner Dunne
Commissioner Terebush	Chairman Schick

Also present were Executive Director Alesia Watson, and Terry Brady, Board Attorney.  
Absent from the meeting was Vice Chairman Scaturro.

**APPROVAL OF MINUTES**

Motion to approve the minutes of the Board of Commissioners meeting October 24, 2016 was made by Commissioner Catalano and seconded by Commissioner Dyer. Upon roll call, Commissioners Russell, Catalano, Dyer, Dunne and Chairman Schick voted "Aye". Commissioner Terebush abstained because she was not in attendance for this meeting.

**TREASURER'S REPORT**

Commissioner Catalano read the report for those present. Motion to approve the treasurer's report was made by Commissioner Russell and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers, 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, Operating Account was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

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

Motion to approve for payment vouchers, Capital Fund Account was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

## EXECUTIVE DIRECTORS REPORT

Mrs. Watson read her report for those present. There was a discussion regarding a bundle of revenues that are being explored such as the purchase of ATM machines and researching the cost analysis with the Architect to construct a general store in the high rises.

## COMMITTEE REPORT

Commissioner Russell asked that the By-Law Committee meet to discuss the bylaws of the non for profit.

## OLD BUSINESS

None to report or discuss.

## NEW BUSINESS

- **Resolution 2016-46** authorizing the advertisement for snow and ice removal services.

Motion to approve for the advertisement for snow and ice removal was made by Commissioner Russell and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

- **Resolution 2016-47** awarding contract for Carpet Installation on as needed basis.

Motion to approve for carpet installation on an as needed basis to Get Floored Inc., of Brick, New Jersey was made by Commissioner Catalano and seconded by Commissioner Dunne. Upon roll call, all Commissioners voted "Aye".

- **Resolution 2016-48** authorizing the transfer of \$4,500.00 of the Laundry Services concession to fund the tenant service account.

Motion authorizing 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 Dunne. Upon roll call, all Commissioners voted "Aye".

- **Resolution 2016-49** adopting an amended personnel policies and procedures manual and an amended employee handbook.

Motion to adopt the amended personnel policies and procedures manual and an amended employee handbook was made by Commissioner Catalano and seconded by Commissioner Russell. Upon roll call, Commissioner Catalano, Russell, Dyer, Dunne and Chairman Schick voted "Aye". Commissioner Terebush abstained.

- **Resolution 2016-50** to join central jersey health insurance fund for prescription only and approve indemnity and trust agreement.

Motion to join central jersey health insurance fund for prescription only and approve indemnity and trust agreement was made by Commissioner Russell and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

- **Resolution 2016-51** to continue coverage in Delta Dental Premier.

Motion to continue coverage in Delta Dental Premier was made by Commissioner Catalano and seconded by Commissioner Dyer. Upon roll call, all Commissioners voted "Aye".

### **PUBLIC INPUT**

Mr. Patrick Rivelli, Forge Pond resident said his apartment is on the ground floor and that many residents feed the squirrels outside his window. He would like something done to close in the area because under his window are black and he fears it may be mold and cause health issues for him. Mrs. Watson said she would send maintenance over to assess the situation.

### **ADJOURNMENT**

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 7:30PM.

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

Regular Meeting  
December 19, 2016

The regular meeting of the Housing Authority of the Township of Brick was held on October 24, 2016 at 6:40 PM at the David Fried Community Room, 157 Chambers Bridge Road, Brick, NJ 08723.

The meeting was called to order by Chairman Schick at 6:40 PM.  
The meeting began with the reading of the Sunshine Law Statement.

Upon Roll Call those present were:

Commissioner Catalano	Commissioner Russell
Commissioner Terebush	Commissioner Dunne
Vice Chairman Scaturro	Chairman Schick

Also present were Executive Director Alesia Watson, and Terry Brady, Board Attorney.  
Absent from the meeting was Commissioner Dyer.

**APPROVAL OF MINUTES**

Motion to approve the minutes of the Board of Commissioners meeting November 21, 2016 was made by Commissioner Catalano and seconded by Commissioner Dunne. Upon roll call, Commissioners Russell, Catalano, Russell, Terebush, Dunne, and Chairman Schick voted "Aye". Commissioner Scaturro abstained because he was not in attendance for this meeting.

**TREASURER'S REPORT**

Commissioner Scaturro read the report for those present. Motion to approve the treasurer's report was made by Commissioner Catalano and seconded by Commissioner Russell. Upon roll call, all Commissioners voted "Aye".

Motion to approve for payment vouchers, Section 8 Account was made by Commissioner Catalano and seconded by Commissioner Russell. Upon roll call, all Commissioners voted "Aye".

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

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

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

## EXECUTIVE DIRECTORS REPORT

Mrs. Watson read her report for those present. .

## COMMITTEE REPORT

None to report.

## OLD BUSINESS

None to report or discuss.

## NEW BUSINESS

- **Resolution 2016-52** adopting continued membership in the Joint Insurance Fund (JIF) for the period January 1, 2017 through December 31, 2019 and approve indemnity and trust agreement.

Motion adopting continued membership in the Joint Insurance Fund (JIF) for the period January 1, 2017 through December 31, 2019 and approve indemnity and trust agreement was made by Commissioner Catalano and seconded by Commissioner Dunne. Upon roll call, all Commissioners voted "Aye".

- **Resolution 2016-53** awarding contract for snow and ice removal services to R. Collins Enterprises Inc.

Motion to award contract for snow and ice removal services to R. Collins Enterprises Inc, was made by Commissioner Catalano and seconded by Vice Chairman Scaturro. Upon roll call, all Commissioners voted "Aye"

- **Resolution 2016-54** authorizing the advertisement for Risk Management Services.

Motion authorizing the advertisement for Risk Management Services was made by Commissioner Catalano and seconded by Chairman Schick. Upon roll call, all Commissioners voted "Aye".

- **Resolution 2016-55** authorizing write off of accounts receivable for prior tenants who ceased tenancy with amounts still due the Authority.

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



- **Resolution 2016-56** appointing Alesia Watson as Fund Commissioner for JIF.

Motion appointing Alesia Watson as Fund Commissioner for JIF was made by Commissioner Catalano and seconded by Commissioner Russell. Upon roll call, all Commissioners voted "Aye".

- **Resolution 2016-57** renewing the Executive Director Contract.

Motion to renew the Executive Director Contract was made by Commissioner Catalano and seconded by Vice-Chairman Scaturro. Upon roll call, all Commissioners voted "Aye".

- **Resolution 2016-58** authorizing the execution of an Inter-local Services Agreement with the Long Branch Housing Authority for 266 HQS Inspections of the project based voucher (PBV) Units.

Motion authorizing the execution of an Inter-local Services Agreement with the Long Branch Housing Authority for 266 HQS Inspections of the project based voucher (PBV) Units was made by Commissioner Catalano and seconded by Commissioner Dunne. Upon roll call, all Commissioners voted "Aye".

### **PUBLIC INPUT**

Mr. Bakari Lee, from McManimon Scotland who is our RAD special counsel attorney congratulated and complimented the tremendously fantastic job Mrs. Watson had done to get our closing completed by November 30<sup>th</sup>.

### **ADJOURNMENT**

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Russell and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 7:54PM.

Alesia R. Watson, PHM RPPO  
Secretary/Executive Director