

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – JANUARY 25, 2010

Present:

George Stavrou, Chairman
Paul Hayes, Commissioner
Michael Thulen, Commissioner
John Zabriski, Commissioner
Stephen S. Scaturro, Commissioner
Wilma Flagg, Resident Commissioner
Rocco Sottarelli, Commissioner

AGENDA ITEM #

MEETING DATE

1
2-22-10

Joe Coronato, Esq. HATB Legal Counsel
Dennis Salerno, Executive Director
Tony Matthews, Council-Liaison
Nicholas Sesto, Maintenance Supervisor
Nancy Nicholson, Service Coordinator

Call To Order: Chairman George Stavrou called the Regular Meeting of the Housing Authority of the Township of Brick to order at 7:30 P.M. at David M. Fried Community Room. He announced that this meeting was being held in accordance with the Open Public Meetings Act of the State of New Jersey (Sunshine Law) and adequate notice has been given.

Salute to
The Flag:

Chairman Stavrou led the assembly in the salute to the Flag.

Roll Call:

Upon roll call, the following Commissioners answered present: Hayes, Thulen, Zabriski, Scaturro, Flagg, Sottarelli and Chairman Stavrou. Also present were Joe Coronato, Esq., Dennis Salerno, Executive Director, Tony Matthews, Council-Liaison, Nicholas Sesto, Maintenance Supervisor, Administrative Assistant and Nancy Nicholson, Service Coordinator.

Item #1: Authorization by the Board of Commissioners to approve and accept minutes of meeting held on December 21, 2009.

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

Item #2: Authorization by the Board of Commissioners to approve for payment vouchers #21658 through #21717 and Direct Deposit D25400 through D26500, Operating Account, January 2010.

Motion to approve for payment vouchers #21658 through #21717 and Direct Deposit D25400 through D26500, Operating Account, January 2010, was made by Commissioner Flagg and seconded by Commissioner Sottarelli. Upon roll call, all Commissioners voted "Aye".

Item #3: Authorization by the Board of Commissioners to approve for payment vouchers #23045 through #23125 and Direct Deposit D431 through D488, Section 8 Account, January, 2010.

Motion to approve for payment vouchers #23045 through #23125 and Direct Deposit D431 through D488, Section 8 Account, January 2010, was made by Commissioner Zabriski and seconded by Commissioner Flagg. Upon roll call, Commissioners Thulen, Zabriski, Scaturro, Flagg, Sottarelli, and Chairman Stavrou voted "Aye". Commissioner Hayes voted "Aye" on all except for #23058 in which he abstained.

Item #4: Authorization by the Board of Commissioners to approve for payment vouchers #2073 through #2075, Tenant Security Refund Account, January, 2010.

Motion to approve for payment vouchers #2073 through #2075, Tenant Security Refund Account, January, 2010 was made by Commissioner Sottarelli and seconded by Commissioner Flagg. Upon roll call, all Commissioners voted "Aye".

Item #5: **Authorization by the Board of Commissioners to approve for payment vouchers #4057 through #4062, Capital Fund Account, January, 2010.**

Motion to approve for payment vouchers #4057 through #4062, Capital Fund Account, January, 2010 was made by Commissioner Zabriski and seconded by Commissioner Thulen. Commissioner Hayes asked if the Director was satisfied with the window project. Mr. Salerno said yes. Upon roll call the Commissioners Hayes, Zabriski, Flagg, Sottarelli and Chairman Stavrou voted "Aye". Commissioners Thulen and Scaturro voted "Aye" on all except voucher #4061 in which they abstained.

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

Mr. Salerno read the report for those present. Mr. Salerno noted that work orders will be done through the main office again. Commissioner Hayes asked what Mr. Snyder will be doing if he is not doing the work orders anymore. Mr. Salerno said he will be working on FSS (Family Self Sufficiency Program).

Item #7: **Resolution by the Board of Commissioners authorizing write-off of accounts receivable for prior tenants who ceased tenancy with amount still due the Authority.**

Motion to approve for write-off of accounts receivable for prior tenants who ceased tenancy with amount still due the authority was made by Commissioner Hayes and seconded by Commissioner Sottarelli. Upon roll call, all Commissioners voted "Aye".

Item #8: **Resolution by the Board of Commissioners authorizing the execution of a Risk management consultant's agreement.**

Motion to authorize the execution of a Risk Management Consultant's Agreement with Derek Johnson, of Federal Hill Risk Management was made by Commissioner Sottarelli and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #9: Tenant/Applicant Status Report.

Mrs. Nicholson read the report for those present.

Item #10: Committee Reports

A. Building and Grounds Committee

Commissioner Zabriski read the report for those present.

B. Budget and Finance Committee

Commissioner Thulen read the report for those present.

Mr. Furlong, Accountant, said he met with the Budget and Finance Committee prior to the meeting to discuss the Budget for the Fiscal Year. He mentioned that Mr. Salerno asked for additional money to complete some projects and that the money would have to come out of the reserves. He has asked the Budget and Finance Committee to authorize him to begin the process of revising the budget. Motion to approve Mr. Furlong to revise the budget was made by Commissioner Hayes and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

C. Personal Committee

None to report.

Item #11: Report of Attorney.

Mr. Coronato noted that he sent letters to some tenants who left and still owe the Authority money and depending on the outcome, lawsuits may be forthcoming.

Item #12: New Business

Mr. Salerno asked that the Board make a motion to allow him to begin the process of going out to bid for new windows at the Forge Pond building. Motion to proceed with going out to bid for windows was made by Commissioner Hayes and seconded by Commissioner Sottarelli. Upon roll call, all Commissioners voted "Aye".

Item #13: Public Portion.

Ms. Mabel Gurski, Forge Pond resident had complaints about the bed bugs and the tenants who have people living with them. Mr. Salerno added that the Housing Authority has narrowed down the bed bug situation and is very active in treating the problem with the help of Action Pest Control. Mr. Coronato added that he and Mr. Salerno are currently working on a remedy in regards to the tenants who have people living with them. Ms. Gurski also asked why the coating was not being done at Forge Pond. Mr. Salerno said that the architect recommended doing the windows first.

Commissioner Flagg thanked Nick and Commissioner Zabriski for getting the heater fixed in Forge Pond.

Item #14: Resolution by the Board of Commissioners authorizing the meeting to be closed to the public for the purpose of discussing and/or reviewing matters exempt under the Public Open Meetings Act (P.L. #1975) in executive session.

Motion to close the meeting to the public and go into Executive Session for the purpose of discussing personnel issues was made by Commissioner Hayes and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye". The meeting was closed at 8:00 P.M.

Motion to open the meeting to the public was made by Commissioner Zabriski and seconded by Commissioner Thulen. The meeting was opened at 8:30 P.M.

Recommendation to adopt the union contract was made by Commissioner Scaturro and seconded by Commissioner Thulen. Upon roll call all Commissioners voted "Aye".

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Zabriski and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye".

Adjournment



Dennis Salerno, Executive Director

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – FEBRUARY 22, 2010

Present:

George Stavrou, Chairman
Paul Hayes, Commissioner
Michael Thulen, Commissioner
John Zabriski, Commissioner
Stephen S. Scaturro, Commissioner
Rocco Sottarelli, Commissioner

AGENDA ITEM #

MEETING DATE

3
3/29/10

Joe Coronato, Esq. HATB Legal Counsel
Dennis Salerno, Executive Director
Tony Matthews, Council-Liaison
Nicholas Sesto, Maintenance Supervisor
Nancy Nicholson, Service Coordinator

Absent: **Wilma Flagg, Resident Commissioner**

Call To Order: Chairman George Stavrou called the Regular Meeting of the Housing Authority of the Township of Brick to order at 7:30 P.M. at David M. Fried Community Room. He announced that this meeting was being held in accordance with the Open Public Meetings Act of the State of New Jersey (Sunshine Law) and adequate notice has been given.

**Salute to
The Flag:**

Chairman Stavrou led the assembly in the salute to the Flag.

Roll Call:

Upon roll call, the following Commissioners answered present: Hayes, Thulen, Zabriski, Scaturro, Sottarelli and Chairman Stavrou. Also present were Joe Coronato, Esq., Dennis Salerno, Executive Director, Tony Matthews, Council-Liaison, Nicholas Sesto, Maintenance Supervisor, Administrative Assistant and Nancy Nicholson, Service Coordinator. Commissioner Flagg was absent.

Item #1: **Authorization by the Board of Commissioners to approve and accept minutes of meeting held on January 25, 2010.**

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

Item #2: **Authorization by the Board of Commissioners to approve for payment vouchers #21718 through #21771 and Direct Deposit D26600 through D27700, Operating Account, February 2010.**

Motion to approve for payment vouchers #21718 through #21771 and Direct Deposit D26600 through D27700, Operating Account, was made by Commissioner Thulen and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #3: **Authorization by the Board of Commissioners to approve for payment vouchers #23126 through #23212 and Direct Deposit D489 through D543, Section 8 Account, February, 2010.**

Motion to approve for payment vouchers #23126 through #23212 and Direct Deposit D489 through D543, Section 8 Account was made by Commissioner Sottarelli and seconded by Commissioner Thulen. Upon roll call, Commissioners Thulen, Zabriski, Scaturro, Sottarelli, and Chairman Stavrou voted "Aye". Commissioner Hayes voted "Aye" on all except for #23140 in which he abstained.

Item #4: **Authorization by the Board of Commissioners to approve for payment vouchers #2076 through #2079, Tenant Security Refund Account, February, 2010.**

Motion to approve for payment vouchers #2076 through #2079, Tenant Security Refund Account was made by Commissioner Zabriski and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye".

Item #5: Authorization by the Board of Commissioners to approve for payment voucher #4063, Capital Fund Account, February, 2010.

Motion to approve for payment voucher #4063, Capital Fund Account, was made by Commissioner Sottarelli and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye".

Item #6: Report of Executive Director

Mr. Salerno read his report for those present. He pointed out that the Township donated 10 computers and discussed his plans to set up a computer lab for the tenants and Section 8 participants. Commissioner Zabriski asked if this cost the Housing Authority any money. Mr. Salerno said no, the costs are covered under the grant money.

Item #7: Resolution by the Board of Commissioners to approve a revised Budget for Fiscal Year ending 6/30/2010.

Mr. Tom Furlong, Fee Accountant explained that he was asked to revise the budget for FYE 6/30/10 to include money that would be used for several projects that Mr. Salerno desires to do, such as windows, roofs, and security cameras. Mr. Furlong spoke in depth, in regards to reserves and capital fund. The budget was introduced and will be sent to the State, when it is returned the Board will move forward to adopt. Motion to approve was made by Commissioner Zabriski and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye".

Item #8: Resolution by the Board of Commissioners authorizing contract between the Housing Authority and Transport Workers Union, Local #225, For the Three-Year Period July 1, 2009 through June 30, 2012.

Chairman Stavrou announced this will be discussed in closed session.

Item #9: Resolution by the Board of Commissioner authorizing award of contract for Collection and Disposal of Refuse and Recyclable Materials for a one-year period 3/01/10 through 02/28/11.

Mr. Salerno explained that we solicited a one year contract and added a dumpster to be placed by David Fried, and by doing so, this would alleviate the maintenance men from carting the garbage to the dumpster behind George Conway, essentially saving them time that they could be spending on doing other work. Motion to award contract to Tri-State Carting, Toms River was made by Commissioner Thulen and seconded by Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #10: Resolution by the Board of Commissioners authorizing the approving of an easement over the Authority's Roadway to the Brick Township Municipal Utilities Authority.

Mr. Coronato has been in contact with the MUA and reviewed the resolution, in regards to the flow pipe that was installed at the Forge Pond complex. Motion to approve an easement over the Authority's Roadway to the Brick Township Municipal Utilities Authority was made by Commissioner Scaturro and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #11: Tenant/Applicant Status Report.

Ms. Nicholson read the report for those present.

Item #12: Committee Reports

A. Building and Grounds Committee

Commissioner Zabriski read the report for those present.

B. Budget and Finance Committee

Commissioner Thulen read the report for those present.

C. Personnel Committee

Chairman Stavrou said that personnel matters will be discussed in closed session.

Item #13: Report of Attorney.

Mr. Coronato said he sent Notice to Vacate, per Mr. Salerno's request to a few tenants who have people living with them and/or pets that have not been registered under the Housing Authority's pet policy.

Item #14: New Business

No new business.

Item #15: Public Portion.

Council-Liaison Tony Matthews commented on the snow storm that we recently had and reminded residents that the Township is required to clean the main roads first.

Ms. Peggy Gray, George Conway resident said she has a leak in her ceiling from the roof. She also complained about a problem with a neighbor. Mr. Richard Amato, George Conway resident had a similar complaint regarding the same individual. Mr. Coronato will review and discuss this matter with the Executive Director, Dennis Salerno.

Carmen Serrano, George Conway resident, asked what is being done about the two big dogs that are residing with a tenant in the George Conway complex. Mr. Coronato said he has written the individual a letter and the matter is being handled accordingly.

Several residents complimented the janitorial company the Housing Authority is currently using and that they would like the Board to consider keeping them regardless of bid results. Ms. Ronita Herzer, George Conway resident said she had a signed petition from several residents requesting that the cleaning company be kept on contract.

Mr. Sal Abazia, Forge Pond resident, said that he witnessed two young people walking in and out of the parking lot looking in cars. Mr. Coronato said that the police should be called immediately if something like that is witnessed.

Item #16: Resolution by the Board of Commissioners authorizing the meeting to be closed to the public for the purpose of discussing and/or reviewing matters exempt under the Public Open Meetings Act (P.L. #1975) in executive session.

Motion to close the meeting to the public and go into Executive Session for the purpose of discussing personnel issues was made by Commissioner Sottarelli and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye". The meeting was closed at 8:25 P.M.

Motion to open the meeting to the public was made by Commissioner Zabriski and seconded by Commissioner Thulen. The meeting was opened at 9:15 P.M.

Chairman Stavrou asked for a motion to adopt the three (3) year Union Agreement between the Housing Authority and the Transport Workers Union. Motion to adopt the union contract was made by Commissioner Thulen and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Mr. Coronato asked for a motion for himself and Mr. Furlong to explore and present sample bylaws and to begin to explore a non-profit 5013.c not to exceed 10,000.00 and report back to the Board with their findings. Commissioner Hayes made a motion for exploratory only. Commissioner Zabriski seconded the motion. Upon roll call, all Commissioners voted "Aye".

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Zabriski and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye".

Adjournment



Dennis Salerno, Executive Director

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – MARCH 29, 2010

Present:

Paul Hayes, Commissioner
Michael Thulen, Commissioner
John Zabriski, Commissioner
Stephen S. Scaturro, Commissioner
Wilma Flagg, Resident Commissioner

AGENDA ITEM #

MEETING DATE

Joe Coronato, Esq. HATB Legal Counsel
Dennis Salerno, Executive Director
Tony Matthews, Council-Liaison
Nicholas Sesto, Maintenance Supervisor
Nancy Nicholson, Service Coordinator

Absent: **Rocco Sottarelli, Commissioner**

Call To Order: Vice-Chairman Zabriski called the Regular Meeting of the Housing Authority of the Township of Brick to order at 7:30 P.M. at David M. Fried Community Room. He announced that Commissioner Stavrou has resigned as Chairman and Commissioner to this Board. He also noted this meeting was being held in accordance with the Open Public Meetings Act of the State of New Jersey (Sunshine Law) and adequate notice has been given.

Salute to
The Flag:

Vice-Chairman Zabriski led the assembly in the salute to the Flag.

Roll Call:

Upon roll call, the following Commissioners answered present: Hayes, Thulen, Scaturro, Flagg, and Vice-Chairman Zabriski. Also present were Joe Coronato, Esq., Dennis Salerno, Executive Director, Tony Matthews, Council-Liaison, Nicholas Sesto, Maintenance Supervisor, Administrative Assistant and Nancy Nicholson, Service Coordinator. Commissioner Sottarelli was absent.

Item #1: Election of Officers (March 29, 2010 –June 1, 2010)

Vice-Chairman Zabriski turned the meeting over to the Secretary, Dennis Salerno, for the purpose of conducting election of officers.

For the office of Chairperson, Mr. Salerno opened the floor for nominations.

Commissioner Hayes nominated Commissioner Michael Thulen Jr. for the position of Chairperson. Commissioner Zabriski seconded this nomination. There were no other nominations for Chairperson.

Commissioner Hayes made a motion to close nominations and Commissioner Flagg seconded that motion. The Board indicated “Aye” to close nominations.

Upon roll call for the nomination of Michael Thulen Jr. as Chairperson, all Commissioners voted “Aye”.

Chairman Thulen assumed the chair to conduct the rest of the meeting.

Item #2: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing Duly Elected Officers to sign checks.

Motion authorizing Duly Elected Officers to sign checks was made by Commissioner Flagg and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted “Aye”

Item #3: Authorization by the Board of Commissioners to approve and accept minutes of meeting held on February 22, 2010.

There being no additions, deletions or corrections on motion by Commissioner Hayes and seconded by Commissioner Zabriski, the minutes were accepted as submitted. Upon roll call, Commissioners Hayes, Zabriski, Scaturro, and Chairman Thulen voted “Aye”. Commissioner Flagg abstained because she was not at this meeting.

Item #4: Authorization by the Board of Commissioners to approve for payment vouchers #21772 through #21845 and Direct Deposit D27800 through D29400, Operating Account, March, 2010.

Motion to approve for payment vouchers #21772 through #21845 and Direct Deposit D27800 through D29400, Operating Account, March, 2010 was made by Commissioner Zabriski and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye".

Item #5: Authorization by the Board of Commissioners to approve for payment vouchers #23218 through #23296 and Direct Deposit D544 through D599, Section 8 Account, March, 2010.

Motion to approve for payment vouchers #23218 though #23296 and Direct Deposit D544 through D599, Section 8 Account, March, 2010 was made by Commissioner Zabriski and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye".

Item #6: Authorization by the Board of Commissioners to approve for payment vouchers #2080 through #2083, Tenant Security Refund Account, March, 2010.

Motion to approve for payment vouchers #2080 through #2083, Tenant Security Refund Account, March, 2010 was made by Commissioner Scaturro and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #7: Authorization by the Board of Commissioners to approve for payment vouchers #4064 and #4065, Capital Fund Account, March, 2010.

Motion to approve for payment vouchers #4064 and #4065, Capital Fund Account, March, 2010 was made by Commissioner Flagg and seconded by Commissioner Hayes. Upon roll call, all Commissioners voted "Aye".

Item #8: **Report of Executive Director**

Mr. Salerno read his report for those present. He requested that the Board formulate a position called Resident Supervisor of Maintenance to cover maintenance needs from the hours of 7:00PM to 7:00AM and a proposed Commissioner Hayes asked if this person would be on payroll and covered with insurance. He is concerned that if this resident should get hurt the Housing Authority would have a worker's comp. case. Commissioner Hayes asked for the opinion of the Attorney. Mr. Coronato said he has to review this further and review the information that Mr. Keefe prepared regarding Section 3. Commissioner Hayes asked if there would be a problem with the Union because this is a Union Shop. Mr. Salerno said no, because the person would have a supervisor title. Chairman Thulen would like to review this matter further when more information could be provided.

Item #9: **Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick awarding a contract for Elevator Maintenance to United States Elevator Inc.**

Motion to approve award contract for Elevator Maintenance to United States Elevator Inc., of Fairfield, New Jersey 07004 for the period 3/30/10 through 3/29/11 in the amount of \$3,600.00 was made by Commissioner Flagg and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye".

Item #10: **Resolution by the Board of Commissioners authorizing award of contract for consultant services for preparation of FY 2010 CFP Annual Statement, FY 2008 and 2009 P&E Reports, CFP 5-Year Action Plan for FY 2010 to 2015, and the Five Year PHA Agency Plan for Fiscal Years 2010 to 2015.**

Motion to approve for award of contract for consultant services for preparation of FY 2010 CFP Annual Statement, FY 2008 and 2009 P&E Reports, CFP 5-Year Action Plan for FY 2010 to 2015, and the Five Year PHA Agency Plan for Fiscal Years 2010 to 2015 to Richard Keefe and Associates in the amount of \$1,700.00 was made by Commissioner Zabriski and seconded by Commissioner Flagg. Upon roll call, all Commissioners voted "Aye".

Item #11: Resolution by the Board of Commissioner authorizing award of contract for coordinator/consulting services for the Housing Authority's Public Housing and Section 8 Programs for the 1-Year Period Ending April 30, 2011.

Motion to approve award of contract for coordinator/consulting services for the Housing Authority's Public Housing and Section 8 Programs for the 1-Year Period Ending April 30, 2011 to Richard Keefe and Associates in the amount of \$18,000.00 was made by Commissioner Scaturro and seconded by Commissioner Hayes. Upon roll call, all Commissioners voted "Aye".

Item #12: Resolution by the Board of Commissioner adopting an updated Procurement Policy.

Motion adopting an updated Procurement Policy was made by Commissioner Zabriski and seconded by Commissioner Hayes. Upon roll call, all Commissioners voted "Aye".

Item #13: Resolution by the Board of Commissioners rejecting all bids for Janitorial/Building Maintenance.

Mr. Coronato gave his opinion as to why the Janitorial/Building Maintenance bids that were received be rejected. He explained that due to the fact that the Housing Authority will have maintenance staff working on a seven day work week that the scope of the work in the specification for janitorial/building maintenance will be changed because the maintenance men could do some of the work and save the Authority money in the long run. Motion to reject all bids for Janitorial/Building Maintenance was made by Commissioner Zabriski and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye".

Item #14: Tenant/Applicant Status Report.

Mrs. Nicholson read the report for those present.

Item #15: Committee Reports

A. Building and Grounds Committee

Commissioner Zabriski read the report for those present.

B. Budget and Finance Committee

Chairman Thulen read the report for those present.

C. Personal Committee

None to report.

Item #16: Report of Attorney.

Mr. Coronato spoke to Mr. Salerno regarding CMX going out of Business and this matter will be discussed in closed session.

Commissioner Zabriski asked Mr. Coronato as to the status of researching the organization of the Non-Profit. Mr. Coronato said he is still gathering information. Commissioner Zabriski requested a motion from the Board to begin the Non-Profit. Mr. Coronato asked the Board to give him another month to complete his report before going any further with the Non-Profit. There was a lengthy discussion regarding this matter. Mr. Coronato made a recommendation that the Board set up a sub-committee that he could meet with to discuss this issue before reporting back to the Board with his report. Commissioner Zabriski made a motion to set up the sub-committee and Commissioner Scaturro seconded the motion. Upon roll call, Commissioner Zabriski, Scaturro, and Chairman Thulen voted "Aye". Commissioners Hayes and Flagg voted "No".

Item #17: New Business

Mr. Salerno asked for a motion from the Board to hire a Resident Supervisor of Maintenance to cover maintenance needs from the hours of 7:00PM to 7:00AM. Chairman Thulen said he would like more information before the Board votes on this matter.

Item #18: Public Poi n.

Ms. Peggy Gray, George Conway resident complained that the roof in George Conway is leaking and when there is heavy rain or snow melting that it leaks into her bedroom. Mr. Salerno said that, the roof at George Conway needs to be replaced and that he's is waiting for the nicer weather to have contractors give quotes and to see if the money will be available.

Ms. Madeline Knight asked if Forge Pond was going to get new windows. Mr. Salerno said eventually Forge Pond will get new windows.

Item #19: Resolution by the Board of Commissioners authorizing the meeting to be closed to the public for the purpose of discussing and/or reviewing matters exempt under the Public Open Meetings Act (P.L. #1975) in executive session.

Motion to close the meeting to the public and go into Executive Session for the purpose of discussing possible litigation was made by Commissioner Zabriski and seconded by Commissioner Hayes. Upon roll call, all Commissioners voted "Aye". The meeting was closed at 8:20PM.

Motion to open the meeting to the public was made by Commissioner Hayes and seconded by Commissioner Scaturro. The meeting was opened at 8:30PM.

Commissioner Hayes made a motion to have Mr. Coronato clear up all contracts with CMX, Commissioner Scaturro seconded the motion. Upon roll call, Commissioners, Hayes, Flagg, Scaturro and Chairman Thulen voted "Aye". Commissioner Zabriski voted "No".

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Flagg and seconded by Commissioner Zabriski. Upon roll call all Commissioners vote "Aye".

Adjournment


Dennis Salerno,
Executive Director/Secretary

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – APRIL 26, 2010

Present: **Michael Thulen, Chairman**
 John Zabriski, Vice-Chairman
 Paul Hayes, Commissioner
 Stephen S. Scaturro, Commissioner
 Rocco Sottarelli, Commissioner
 Madeline Knight, Resident Commissioner

AGENDA ITEM #

MEETING DATE

5/24/10

Joe Coronato, Esq. HATB Legal Counsel
Dennis Salerno, Executive Director
Tony Matthews, Council-Liaison
Nancy Nicholson, Service Coordinator

Call To Order: Chairman Michael Thulen called the Regular Meeting of the Housing Authority of the Township of Brick to order at 7:30 P.M. at David M. Fried Community Room. He announced that this meeting was being held in accordance with the Open Public Meetings Act of the State of New Jersey (Sunshine Law) and adequate notice has been given.

Salute to
The Flag:

Chairman Thulen led the assembly in the salute to the Flag.

Roll Call:

Upon roll call, the following Commissioners answered present: Hayes, Zabriski, Scaturro, Knight, Sottarelli, and Chairman Thulen. Also present were Joe Coronato, Esq., Dennis Salerno, Executive Director, Tony Matthews, Council-Liaison, Administrative Assistant and Nancy Nicholson, Service Coordinator.

Item #1: **Authorization by the Board of Commissioners to approve and accept minutes of meeting held on March 29, 2010.**

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

Chairman Thulen moved up item #7 on the agenda to accommodate our accountants' schedule.

Item #7: **Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing approval of the HATB Annual Budget and Capital Budget (FY2010/2011).**

The Chairman introduced Thomas Furlong, the Housing Authority's Accountant. Mr. Furlong said he had met with the Budget and Finance Committee prior to the meeting. He explained that this is the introduction stage of the Annual Budget for FYE 2011. Mr. Furlong discussed the deficit that is occurring in our budget. Mr. Furlong explained the change in the HUD formula that could potentially reduce the Housing Authority's subsidy by \$100,000. There was a lengthy discussion. Mr. Furlong explained that we have to conserve our reserves so we don't reach an unsafe level. Motion to approve was made by Commissioner Zabriski and seconded by Commissioner Scaturro. Upon roll call, all Commissioners' voted "Aye".

Item #2: **Authorization by the Board of Commissioners to approve for payment vouchers #21846 through #21891 and Direct Deposit D29500 through D30600, Operating Account, April, 2010.**

Motion to approve for payment vouchers #21846 through #21891 and Direct Deposit D29500 through D30600, Operating Account, April, 2010 was made by Commissioner Hayes and seconded by Commissioner Sottarelli. Commissioner Scaturro asked Mr. Salerno for an explanation on the Fire and Security repair on the all call system. Mr. Salerno explained what the all call system is used for. Commissioner Zabriski noted that we are spending a lot of money on repairs in the past few months. Mr. Salerno said he was evaluating that now and he is hoping that there will be some changes made. Chairman Thulen asked that the Building and Grounds Committee look into this. Upon roll call, Commissioners Hayes, Scaturro, Knight, Sottarelli, and Chairman Thulen voted "Aye". Commissioner Zabriski voted "Aye" on all except for payment voucher #21881, in which he voted "No".

Item #2A: **Authorization by the Board of Commissioner to approve for payment vouchers #21892 through #21901 and Direct Deposit D30700 through D31200, Operating Account, April, 2010.**

Motion to approve for payment vouchers #21892 through #21901 and Direct Deposit D30700 through D31200, Operating Account, April, 2010 was made by Commissioner Zabriski and seconded by Commissioner Hayes. Upon roll call, all Commissioners voted "Aye".

Item #3:

Authorization by the Board of Commissioners to approve for payment vouchers #23218 through #23297 and Direct Deposit D600 through D654, Section 8 Account, April, 2010.

Motion to approve for payment vouchers #23218 through #23297 and Direct Deposit D600 through D654, Section 8 Account, April, 2010 was made by Commissioner Scaturro and seconded by Commissioner Sottarelli. Upon roll call, all Commissioners voted "Aye".

Item #4:

Authorization by the Board of Commissioners to approve for payment vouchers #2084 through #2086, Tenant Security Refund Account, April, 2010.

Motion to approve for payment vouchers #2084 through #2086, Tenant Security Refund Account, April, 2010 was made by Commissioner Sottarelli and seconded by Commissioner Hayes. Upon roll call, all Commissioners voted "Aye".

Item #5:

Authorization by the Board of Commissioners to approve for payment vouchers #4066 and #4067, Capital Fund Account, April, 2010.

Motion to approve for payment vouchers #4066 and #4067, Capital Fund Account, April, 2010 was made by Commissioner Zabriski and seconded by Commissioner Hayes. Upon roll call, all Commissioners voted "Aye".

Item #6:

Report of Executive Director

Mr. Salerno read his report for those present. Mr. Salerno asked the Board for a motion to hire five (5) part time temporary resident aides, which will work on site between the hours of 7:00PM – 7:00AM. Chairman Thulen said that this issue will be discussed in closed session.

Item 7 was approved in the beginning of the meeting.

Item #8:

Resolution by the Board of Commissioners authorizing the retention of the professional engineering services of T&M Associates.

Motion authorizing the retention of the professional engineering services of T&M Associates was made by Commissioner Scaturro and seconded by Commissioner Zabriski. Commissioner Hayes suggested that we replace the roof at Conway, before we put in solar tubes at David Fried. Commissioner Zabriski said that this was a grant that was received specifically for the solar tubes. Commissioner Hayes asked how the residents feel about the solar tubes. Mr. Salerno said they are looking forward to it. Upon roll call, Commissioners Zabriski, Scaturro, Knight and Chairman Thulen voted "Aye". Commissioner Hayes passed on the vote and Commissioner Sottarelli voted "No".

Item #9: **Resolution by the Board of Commissioner adopting a No Smoking Policy.**

Chairman Thulen tabled this for further review and discussion.

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

Mrs. Nicholson read the report for those present.

Item #11: **Committee Reports**

A. Building and Grounds Committee

Commissioner Zabriski read the report for those present.

B. Budget and Finance Committee

Commissioner Scaturro read the report for those present.

Commissioner Scaturro also asked for the staff to prepare a budget to our actual, so each month we show what we budgeted and where we actually are.

C. Personal Committee

Commissioner Sottarelli said there was a meeting regarding the hiring of the 5 part time resident aides and it will be discussed in closed session.

Item #12: **Report of Attorney.**

None to report.

Item #13: **New Business**

Commissioner Hayes congratulated Chairman Thulen on the good job he is doing as Chairman.

Item #14: **Public Portion.**

Wilma Flagg, Forge Pond resident spoke for several residents at Forge Pond who had complaints. First was Marie Roberts had trouble with her rug lifting. Mr. Salerno said we are already working on correcting that problem. Second was the odor that was coming from Loretta Cragin's apartment and third was a squirrel nest in someone's air conditioner sleeve. Mr. Salerno said he was aware of all the issues and they were being taken care of. Chairman Thulen asked that the Building and Grounds Committee assure these problems are rectified. Mr. Rich Amato, George Conway Resident and Paul Rathman, George Conway Resident had complaints about the Air Conditioners not being allowed in the bedroom windows. A lengthy discussion ensued and Commissioner Zabriski suggested portable air conditioner units. The Chairman asked that Building and Grounds review this issue further.

Item #15: Resolution by the Board of Commissioners authorizing the meeting to be closed to the public for the purpose of discussing and/or reviewing matters exempt under the Public Open Meetings Act (P.L. #1975) in executive session.

Motion to close the meeting to the public and go into Executive Session for the purpose of discussing possible litigation was made by Commissioner Zabriski and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye". The meeting was closed at 8:20PM.

Motion to open the meeting to the public was made by Commissioner Hayes and seconded by Commissioner Scaturro. The meeting was opened at 9:05PM.

Chairman Thulen added Item #16 which was a motion to go into a agreement to pay Mon Oc - \$6,000.00 to correct fire flow line at Forge Pond. Motion was made by Commissioner Sottarelli and seconded by Commissioner Scaturro. Upon roll call, Commissioners Zabriski, Scaturro, Knight, Sottarelli and Chairman Thulen voted "Aye". Commissioner Hayes abstained.

Added Item #17 motion to approve a recommended position for 5 part time aides with added suggestions was made by Commissioner Hayes and seconded by Commissioner Knight. Upon roll call all Commissioners voted "Aye".

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Flagg and seconded by Commissioner Zabriski. Upon roll call all Commissioners vote "Aye".

The meeting adjourned at 9:10 PM, all Commissioners voted "Aye".



Dennis Salerno
Executive Director/Secretary

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – MAY 24, 2010

Present:

Michael Thulen, Chairman
John Zabriski, Commissioner
Paul Hayes, Commissioner
Rocco Sottarelli, Commissioner
Stephen S. Scaturro, Commissioner
Madeline Knight, Resident Commissioner

AGENDA ITEM #

MEETING DATE

10/28/10

Joe Coronato, Esq. HATB Legal Counsel
Dennis Salerno, Executive Director
Nicholas Sesto, Maintenance Supervisor
Nancy Nicholson, Service Coordinator

Chairman Thulen presented former Commissioners Wilma Flagg and George Stavrou with a plaque for their dedication and time served with the Housing Authority of the Township of Brick. Mrs. Flagg thanked everybody and said she enjoyed her time on the Board. Mr. Stavrou said it was an honor to serve on this Board and he apologized for his sudden resignation and he thanked the Commissioners, staff and residents for all their support.

Call To Order: Chairman Michael Thulen called the Regular Meeting of the Housing Authority of the Township of Brick to order at 7:30 P.M. at David M. Fried Community Room. He announced that this meeting was being held in accordance with the Open Public Meetings Act of the State of New Jersey (Sunshine Law) and adequate notice has been given.

Salute to
The Flag:

Chairman Thulen led the assembly in the salute to the Flag.

Roll Call: Upon roll call, the following Commissioners answered present: Hayes, Zabriski, Scaturro, Knight, Sottarelli and Chairman Thulen. Also present were Joe Coronato, Esq., Dennis Salerno, Executive Director, Nicholas Sesto, Maintenance Supervisor, and Nancy Nicholson, Service Coordinator.

Item #1: **Authorization by the Board of Commissioners to approve and accept minutes of meeting held on April 26, 2010.**

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

Item #2: **Authorization by the Board of Commissioners to approve for payment vouchers #21902 through #21949 and Direct Deposit D31300 through D31800, Operating Account, May, 2010.**

Motion to approve for payment vouchers #21902 through #21949 and Direct Deposit D31300 through D31800, Operating Account for May, 2010 was made by Commissioner Zabriski and seconded by Chairman Thulen. Upon roll call, Commissioners Hayes, Zabriski, Knight, Sottarelli and Chairman Thulen voted "Aye". Commissioner Scaturro voted "Aye" on all except for payment voucher #21937, in which he abstained.

Item #2A: **Authorization by the Board of Commissioners to approve for payment vouchers #21950 through #21960 and Direct Deposit D31900 through #D32400, Operating Account, May, 2010.**

Motion to approve for payment vouchers #21950 through #21960 and Direct Deposit D31900 through #D32400, Operating Account, for May, 2010 was made by Commissioner Sottarelli and seconded by Commissioner Zabriski. Upon roll call, Commissioners Zabriski, Scaturro, Knight, Sottarelli and Chairman Thulen voted "Aye". Commissioner Hayes voted "Aye" on all except for payment voucher #21953 in which he abstained.

Item #3: Authorization by the Board of Commissioners to approve for payment vouchers #23385 through #23469 and Direct Deposit D655 through D710, Section 8 Account, May, 2010.

Motion to approve for payment vouchers #23385 through #23469 and Direct Deposit D655 through D710, Section 8 Account for May, 2010 was made by Commissioner Sottarelli and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #4: Authorization by the Board of Commissioners to approve for payment vouchers #2087 through #2090, Tenant Security Refund Account, May, 2010.

Motion to approve for payment vouchers #2087 through #2090, Tenant Security Refund Account for May, 2010 was made by Commissioner Hayes and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #5: Authorization by the Board of Commissioners to approve for payment vouchers #4068 and #4070, Capital Fund Account, May, 2010.

Motion to approve for payment vouchers #4068 and #4070, Capital Fund Account for May, 2010 was made by Commissioner Hayes and seconded by Commissioner Zabriski. Upon roll call, Commissioners Hayes, Zabriski, Knight, Sottarelli and Chairman Thulen voted "Aye". Commissioner Scaturro voted "Aye" on all except for payment voucher #4070, in which he abstained.

Item #6: Authorization by the Board of Commissioners to approve for payment voucher #3113, Tenant Service Account, May, 2010.

Motion to approve for payment vouchers was made by Commissioner Sottarelli and seconded by Commissioner Hayes. Upon roll call, all Commissioners voted "Aye".

Item #7: Report of Executive Director

Mr. Salerno read his report for those present.

Item #8: Resolution by the Board of Commissioner adopting a No Smoking Policy.

Motion to adopt a No Smoking Policy was made by Commissioner Scaturro and seconded by Commissioner Thulen. Upon roll call, Commissioners Zabriski, Scaturro and Chairman Thulen voted "Aye". Commissioners Hayes and Sottarelli voted "No" and Commissioner Knight abstained.

Item #9: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick, County of Ocean, State of New Jersey, designating a custodian of Government Records and establishing a policy for access to public records.

To be discussed in closed session.

Item #16: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick Authorizing award of contract for installation of surveillance cameras at the Forge Pond building.

Motion authorizing award of contract for installation of surveillance cameras at the Forge Pond building was made by Commissioner Sottarelli and seconded by Commissioner Hayes. Upon roll call, all Commissioners voted "Aye".

Item #10: Tenant/Applicant Status Report.

None to report.

Item #11: Committee Reports

A. Building and Grounds Committee

Commissioner Zabriski read the report for those present.

B. Budget and Finance Committee

Commissioner Scaturro read the report for those present.

C. Budget Comparison Report

Commissioner Scaturro read the report for those present.

D. Personal Committee

Chairman Thulen mentioned that there are personal issues that will be discussed in closed session.

Item #12: Report of Attorney.

Mr. Coronato said he had a few items that he will discuss in closed session.

Item #13: New Business

No new business to discuss.

Item #14: Public Portion.

Wilma Flagg, Forge Pond resident thanked the Board on behalf of Marie Roberts and Gloria Kursar for overseeing the maintenance issues they were experiencing, the two Forge Pond residents were unable to attend the meeting. Ms. Roberts was pleased that her carpet was fixed and Ms. Kursar was happy that the squirrels were removed from her air conditioner sleeve. Ms. Flagg had several other questions for the Board. She asked if the air conditioner covers can be replaced on those apartments in Forge Pond that are missing, to avoid future squirrel or bird issues. Commissioner Zabriski said he will look into that. She also wanted to know if it cost the Authority any more money to rectify the fire flow pipe. Chairman Thulen said it has not cost any extra money at this time; however the final documents are still being worked on. Ms. Flagg asked if the part-time resident aides that are going to work nights will have master keys to the apartments. Commissioner Zabriski said no, they will not have master keys, if there is an emergency the resident will call a staff member. Barbara Stump, George Conway resident asked about the air conditioners in the bedroom windows. Commissioner Hayes said that there will be a discussion amongst the Board members in closed session on that issue. Several tenants questioned as to why they cannot smoke in their units. There was a lengthy discussion regarding the smoking policy. Chairman Thulen said this was a HUD regulation and that tenants can not smoke in their units, in accord to the Smoke-Free Act and for the safety of our residents. Ms. Dawn Weber, George Conway resident complained that she has a leak coming in from her window and that she is not satisfied how it was fixed. Mr. Salerno said to come to the office on Tuesday and he will take care of it.

Item #15: Resolution by the Board of Commissioners authorizing the meeting to be closed to the public for the purpose of discussing and/or reviewing matters exempt under the Public Open Meetings Act (P.L. #1975) in executive session.

Motion to close the meeting to the public and go into Executive Session for the purpose of discussing possible litigation was made by Commissioner Zabriski and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye". The meeting was closed at 8:20PM.

Continue.....

Item #15: Resolution by the Board of Commissioners authorizing the meeting to be closed to the public for the purpose of discussing and/or reviewing matters exempt under the Public Open Meetings Act (P.L. #1975) in executive session.

Motion to close the meeting to the public and go into Executive Session for the purpose of discussing possible litigation was made by Commissioner Zabriski and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye". The meeting was closed at 8:20PM.

Motion to open the meeting to the public was made by Commissioner Hayes and seconded by Commissioner Scaturro. The meeting was opened at 8:50PM.

Chairman Thulen requested a motion in regards to agenda item #9 which is a resolution to designate a custodian of Government Records and establishing a policy for access to public records, he noted that the only change is that the Executive Director will be the custodian and the alternate will be the Board Attorney. Motion to approve was by Commissioner Scaturro and seconded by Commissioner Sottarelli. Upon roll call, all Commissioners voted "Aye".

Item #17: Resolution by the Board of Commissioners to establish an Air Conditioner Policy.

Chairman Thulen explained that due to the new window installation window air conditioners will not be allowed. He requested that the Board Attorney write up a payment agreement that the resident can purchase an approved portable air conditioner from the Housing Authority. Motion to approve was made by Commissioner Scaturro and seconded by Commissioner Hayes. Upon roll call, all Commissioners voted "Aye".

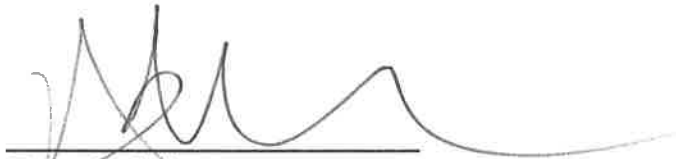
Item #18: Resolution by the Board of Commissioners to approve for the Executive Director to further qualify two residents for the position of temporary resident aide.

Motion to approve the hiring of two resident aides as long as there is a back ground check was made by Commissioner Scaturro and seconded by Commissioner Zabriski. Upon roll call, Commissioners Hayes, Zabriski, Scaturro, Knight and Chairman Thulen voted "Aye". Commissioner Sottarelli voted "No". Chairman Thulen noted for the record that the individuals will be at will employees.

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Scaturro and seconded by Commissioner Zabriski. Upon roll call all Commissioners vote "Aye".

The meeting adjourned at 9:55 PM, all Commissioners voted "Aye".

Adjournment



Dennis Salerno,
Executive Director/Secretary

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – JUNE 28, 2010

Present: Michael Thulen, Chairman
 John Zabriski, Vice-Chairman
 Paul Hayes, Commissioner
 Rocco Sottarelli, Commissioner
 Madeline Knight, Resident Commissioner

AGENDA ITEM #

MEETING DATE

2
7/26/10

Joe Coronato, Esq. HATB Legal Counsel
Dennis Salerno, Executive Director
Nancy Nicholson, Service Coordinator

Absent: Stephen S. Scaturro, Commissioner

Call To Order: Chairman Michael Thulen called the Regular Meeting of the Housing Authority of the Township of Brick to order at 7:30 P.M. at David M. Fried Community Room. He announced that this meeting was being held in accordance with the Open Public Meetings Act of the State of New Jersey (Sunshine Law) and adequate notice has been given.

Salute to
The Flag:

Chairman Thulen led the assembly in the salute to the Flag.

Roll Call:

Upon roll call, the following Commissioners answered present: Hayes, Zabriski, Knight, Sottarelli, and Chairman Thulen. Also present were Joe Coronato, Esq., Dennis Salerno, Executive Director, and Nancy Nicholson, Service Coordinator.

Item #1: Authorization by the Board of Commissioners to approve and accept minutes of meeting held on May 24, 2010.

There being no additions, deletions or corrections on motion by Commissioner Hayes and seconded by Commissioner Zabriski, the minutes were accepted as submitted. Upon roll call, Commissioners Hayes, Zabriski, Knight, Sottarelli, and Chairman Thulen, voted "Aye". Commissioner Sansone abstained because he did not attend this meeting.

Item #2: Authorization by the Board of Commissioners to approve for payment vouchers #21961 through #22018 and Direct Deposit D32500 through D33600, Operating Account, June, 2010.

Motion to approve for payment vouchers #21961 through #22018 and Direct Deposit D32500 through D33600, Operating Account was made by Commissioner Sottarelli and seconded by Commissioner Hayes. Upon roll call, Commissioner Knight voted "Aye" on all. Commissioners Hayes, Zabriski, Sottarelli and Chairman Thulen voted "Aye" on all, except for payment vouchers #21993 and #22015, in which they voted "No". Commissioner Sansone abstained.

Commissioner Zabriski explained that the voucher for Eastern Sprinklers in his opinion was too expensive for the service and he will vote yes now but he will not vote that way in the future for that service. In regards to the voucher for Paul DeMassi, there are unresolved issues and the Commissioners feel that until they are resolved they should withhold the money due. Commissioner Zabriski also noted that the voucher for J&M flooring, the amount of the bill is well over the proposed price that they gave us, and the Board instructed Mr. Salerno, to discuss this with J&M and if and when J&M adjust the price to meet the proposal then they will get paid.

Item #2A: Authorization by the Board of Commissioners to approve for payment vouchers #22019 through #22022, Operating Account, June 2010.

Motion to approve for payment vouchers #22019 through #22022, Operating Account, June 2010, was made by Commissioner Sottarelli and seconded by Chairman Thulen, upon roll call, all Commissioners voted "Aye".

Item #3: **Authorization by the Board of Commissioners to approve for payment vouchers #23470 through #23557 and Direct Deposit D711 through D769, Section 8 Account, June, 2010.**

Motion to approve for payment vouchers #23470 through #23557 and Direct Deposit D711 through D769, Section 8 Account, June, 2010 was made by Commissioner Zabriski and seconded by Chairman Thulen. Upon roll call, Commissioner Hayes, Sansone, Knight, Sottarelli and Chairman Thulen, vote "Aye". Commissioner Zabriski voted "Aye" on all except for payment voucher #023554 in which he abstained.

Item #4: **Authorization by the Board of Commissioners to approve for payment vouchers #2091 through #2092, Tenant Security Refund Account, June, 2010.**

Motion to approve for payment vouchers #2091 through #2092, Tenant Security Refund Account, was made by Commissioner Zabriski and seconded by Chairman Thulen. Upon roll call, all Commissioners voted "Aye".

Item #5: **Authorization by the Board of Commissioners to approve for payment voucher #4071, Capital Fund Account, June, 2010.**

Chairman Thulen noted that payment voucher #4071 was Paul DeMassi, Architect services and that it was being removed from tonight's agenda until all matters are resolved to Board satisfaction.

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

Mr. Salerno read his report for those present.

Item #7: **Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick Approving FY2010 Capital Fund Program Annual Statement.**

Motion to approve FY2010 Capital Fund Program Annual statement was made by Commissioner Hayes and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #8: **Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick, Authorizing the Housing Authority to submit certification for the Public Housing Assessment System (PHAS).**

Motion authorizing the Housing Authority to submit certification for the Public Housing Assessment System (PHAS) was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call, all Commissioners voted "Aye".

Item #9: **Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick Authorizing execution of a contract for Administrative Legal Services for the period of July 1, 2010 through June 30, 2011.**

Motion authorizing execution of a contract for Administrative Legal Services to the firm of Coronato, Brady & Kunz, was made by Commissioner Hayes and seconded by Commissioner Sottarelli. Upon roll call, all Commissioners voted "Aye".

Item #10: **Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing execution of a contract for Fee Accounting Services for the period of July 1, 2010 through June 30, 2011.**

Motion authorizing execution of a contract for Fee Accounting Services to Thomas Furlong & Associates was made by Commissioner Sottarelli and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #11: **Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick Authorizing Award of Contract for an independent Public Audit for fiscal year ending June 30, 2010.**

Motion authorizing award of contract for an Independent Public Audit for fiscal year ending June 30, 2010 to Holman & Frenia, LLP was made by Commissioner Hayes and seconded by Commissioner Sottarelli. Upon roll call, all Commissioners voted "Aye".

Item #12: Resolution by the Board of Commissioners authorizing write-off of accounts receivable for prior tenants who ceased tenancy with amount still due the Authority.

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

Item #13: Resolution by the Board of Commissioners adopting continued membership in the Joint Insurance Fund (JIF) for the period January 1, 2011 through December 31, 2013

Motion to approve continued membership in the Joint Insurance Fund (JIF) for the period January 1, 2011 through December 31, 2013 was made by Commissioner Knight and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #14: Tenant/Applicant Status Report.

Mrs. Nicholson read the report for those present.

Item #15: Committee Reports

A. Building and Grounds Committee

Commissioner Zabriski read the report for those present.

B. Budget and Finance Committee

Chairman Thulen read the report for those present.

C. Budget Comparison Report

Chairman Thulen read the report for those present.

D. Personal Committee

Commissioner Sottarelli requested that personal issues to be discussed in closed session.

Item #16: Report of Attorney.

None to report.

Item #17: New Business

Commissioner Knight requested that additional grass be grown in front of Forge Pond. Mr. Salerno said that he is waiting for the new windows to be put in, because when the new windows were put in George Conway, the grass was all ripped up. As soon as the windows are done at Forge Pond, Mr. Salerno said he will focus on the landscaping.

Item #18: Public Portion.

Wilma Flagg, Forge Pond resident thanked the Board for the security cameras. She had several other complaints to discuss that tenants have come to her about, such as the on call system being a two way radio that Mr. Salerno can hear their conversations on, the resident aides having keys to the apartments and are the bed bugs under control. Chairman Thulen answered the on call system is a one way device that was set up solely for the purpose of notifying the tenants in the case of emergency, he also noted for the record that the resident aides do not have master keys whatsoever and as far as the air bed bugs those apartments that had issues are being treated accordingly. Sal Abazia, Forge Pond resident complained about a new tenant who has a dog that is reliving himself inside the building. Chairman Thulen asked if this was reported to the office. Mr. Abazia said no. Mr. Salerno said he will look into the situation and notify the tenant. Carmen Serrano, George Conway resident complained that someone is smoking pot on her floor. Mr. Salerno said for her to get him a name or call the cops so that it could be addressed accordingly.

Item #19: Resolution by the Board of Commissioners authorizing the meeting to be closed to the public for the purpose of discussing and/or reviewing matters exempt under the Public Open Meetings Act (P.L. #1975) in executive session.

Motion to close the meeting to the public and go into Executive Session for the purpose of discussing personal issues was made by Commissioner Sottarelli and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye". The meeting was closed at 8:05PM.

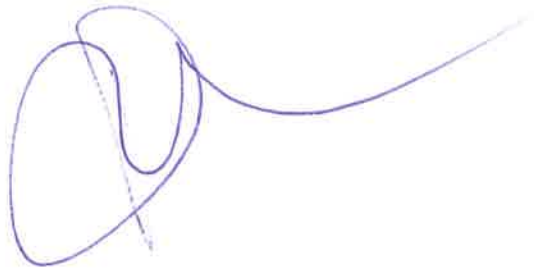
Motion to open the meeting to the public was made by Commissioner Hayes and seconded by Commissioner Sottarelli. The meeting was opened at 8:10PM.

Chairman Thulen added Item #20 to the agenda, as mentioned in Mr. Salerno's report regarding hiring another temporary resident aide, Gus DeMarinis, Forge Pond resident. Motion to approve was made by Commissioner Zabriski and seconded by Commissioner Sansone. Commissioner Hayes said he wants a 30 day notice if there is a problem. Mr. Salerno said that it's a day by day job and the residents get paid a stipend. Commissioner Hayes asked if taxes or workman's comp was being provided. Mr. Salerno said no. A lengthy discussion pursued. Mr. Salerno said that the accountant Mr. Furlong said he didn't need to take out taxes because they are receiving a stipend. Chairman Thulen requested that something in writing from the Accountant be presented to the Board. Mr. Coronato said his concern is that if one of these residents get hurt that they are covered because it could wipe out the budget if they are not. Mr. Salerno said he will get Mr. Furlong to put in writing exactly how the program works and he will call JIF to find out if there is an injury if it would be covered.

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call all Commissioners vote "Aye".

The meeting adjourned at 8:20 PM, all Commissioners voted "Aye".

Adjournment

A handwritten signature in blue ink, consisting of a large, stylized 'A' followed by a long, sweeping horizontal line that curves upwards at the end.

1
7/26/10

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS
RE-ORGANIZATIONAL MEETING – JUNE 28, 2010

Present: Michael Thulen, Chairman
John Zabriski, Vice-Chairman
Rocco Sottarelli, Commissioner
John Sansone, Commissioner
Madeline Knight, Resident Commissioner

Joe Coronato, Esq. HATB Legal Counsel
Dennis Salerno, Executive Director
Nancy Nicholson, Service Coordinator

Absent: Stephen S. Scaturro, Commissioner
Paul Hayes, Commissioner

Call To Order: Chairman Michael Thulen called the Re-Organizational Meeting of the Housing Authority of the Township of Brick to order at 7:00 P.M. at David M. Fried Community Room. He announced that this meeting was being held in accordance with the Open Public Meetings Act of the State of New Jersey (Sunshine Law) and adequate notice has been given.

**Salute to
The Flag:**

Chairman Thulen led the assembly in the salute to the Flag.

Roll Call:

Upon roll call, the following Commissioners answered present: Zabriski, Sansone, Knight, Sottarelli, and Chairman Thulen. Also present were Joe Coronato, Esq., Dennis Salerno, Executive Director, and Nancy Nicholson, Service Coordinator.

Item #1: Election of Officers (July 1, 2010 – June 30, 2011).

Chairman Thulen turned the meeting over to the Executive Director, Mr. Salerno, for the purpose of conducting election of officers.

Election of Chairman:

For the office of Chairperson, Mr. Coronato opened the floor for nominations.

Commissioner Sottarelli nominated Commissioner Michael Thulen Jr., for the position of Chairperson. Commissioner Sansone seconded this nomination. There were no other nominations for Chairperson.

Commissioner Sottarelli made a motion to close nominations and Commissioner Flagg seconded that motion. The Board Indicated "Aye" to close nominations.

Upon roll call for the nomination of Michael Thulen Jr., as Chairperson, all Commissioners voted "Aye".

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

Election of Vice-Chairman:

Commissioner Sansone nominated Commissioner John Zabriski for the position of Vice-Chairperson. Commissioner Knight seconded this nomination.

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

Upon roll call for the nomination of Commissioner John Zabriski as Vice-Chairman, all Commissioners voted "Aye".

Item #2: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing Duly Elected Officers to sign checks.

Chairman Thulen added a addendum to this resolution that any check going forward over the dollar amount of \$10,000.00 as well as being approved by the Board as normal procedure, be signed by two Commissioners only, as opposed to one Commissioner and the Executive Director.

The Following Commissioners are authorized to sign checks. Vice-Chairman Zabriski and Commissioner Hayes.

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

Item #3: Resolution by the Board of Commissioners authorizing the meeting to be closed to the public for the purpose of discussing and/or reviewing matters exempt under the Public Open Meetings Act (P.L. #1975).

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Sottarelli and seconded by Commissioner Zabriski. The Re-Organization Meeting adjourned at 7:15PM. Upon roll call, all Commissioners voted "Aye".

Adjournment

A handwritten signature in dark ink, appearing to read 'Dennis Salerno', written over a horizontal line.

Dennis Salerno,
Executive Director

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – JULY 26, 2010

Present: Michael Thulen, Chairman
 John Zabriski, Vice-Chairman
 John Sansone, Commissioner
 Madeline Knight, Resident Commissioner

AGENDA ITEM #

MEETING DATE

9/30/10

Joe Coronato, Esq. HATB Legal Counsel
Dennis Salerno, Executive Director
Nancy Nicholson, Service Coordinator

Absent: Stephen S. Scaturro, Commissioner
 Paul Hayes, Commissioner
 Rocco Sottarelli, Commissioner

Call To Order: Chairman Michael Thulen called the Regular Meeting of the Housing Authority of the Township of Brick to order at 7:30 P.M. at David M. Fried Community Room. He announced that this meeting was being held in accordance with the Open Public Meetings Act of the State of New Jersey (Sunshine Law) and adequate notice has been given.

**Salute to
The Flag:**

Chairman Thulen led the assembly in the salute to the Flag.

Roll Call:

Upon roll call, the following Commissioners answered present: Sansone, Zabriski, Knight and Chairman Thulen. Also present were Joe Coronato, Esq., Dennis Salerno, Executive Director, and Nancy Nicholson, Service Coordinator.

Item #1: Authorization by the Board of Commissioners to approve and accept the minutes of the Re-Organizational meeting held on June 28, 2010.

Mr. Coronato said that he had a discussion with the Chairman and it has been determined that according to the By-Laws the Re-Organizational meeting was not done correctly and that the Re-Organizational meeting should of held after July 1 and according to the bylaws it's the fourth Monday of the month of July. Chairman Thulen asked if we have to schedule a new meeting and have a new vote. Mr. Coronato said that the Board can just readopt what was done at the previous meeting as far as the vote for Chairman and Vice Chair, however there was a change that was done at the last meeting regarding the signing of checks, however, that is actually a By-Law amendment and requires proper notice and a resolution amending the By-Laws, so the signing of checks must go back to the way it was previously until the Board decides if they want to do a By-law amendment. Item #2 on the Re-Organization meeting agenda would become null and void. Motion to accept agenda item #1, reaffirming the vote was made by Commissioner Sansone and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #2: Authorization by the Board of Commissioners to approve and accept the minutes of the meeting held June 28, 2010.

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

Item #3: Authorization by the Board of Commissioners to approve for payment vouchers #22023 through #22074 and Direct Deposit D33700 through D34800, Operating Account, July, 2010.

Motion to approve for payment vouchers #22023 through #22074 and Direct Deposit D33700 through D34800, July, Operating Account was made by Commissioner Zabriski and seconded by Commissioner Knight. Upon roll call, all Commissioners voted "Aye".

Item #3A: Authorization by the Board of Commissioners to approve for payment vouchers #22075 through #22078, Operating Account, July, 2010

Motion to approve for payment vouchers #22075 through #22078, Operating Account, July, 2010 was made by Commissioner Zabriski and seconded by Chairman Thulen. Upon roll call, all Commissioners voted "Aye".

Item #4: Authorization by the Board of Commissioners to approve for payment vouchers #23558 through #23642 and Direct Deposit D832 through D893, Section 8 Account, July, 2010.

Motion to approve for payment vouchers #23558 through #23642 and Direct Deposit D832 through D893, Section 8 Account, July, 2010 was made by Commissioner Zabriski and seconded by Chairman Thulen. Upon roll call, all Commissioners voted "Aye".

Item #5: Authorization by the Board of Commissioners to approve for payment vouchers #2093 through #2095, Tenant Security Refund Account, July, 2010.

Motion to approve for payment vouchers #2093 through #2095, Tenant Security Refund Account, July, 2010 was made by Commissioner Zabriski and seconded by Chairman Thulen. Upon roll call, all Commissioners voted "Aye".

Item #6: Authorization by the Board of Commissioners to approve for payment voucher #4071 through #4074, Capital Fund Account, July, 2010.

Motion to approve for payment voucher #4071 through #4074, Capital Fund Account, July, 2010 was made by Commissioner Knight and seconded by Chairman Thulen. Upon roll call, all Commissioners voted "Aye".

Item #7: Report of Executive Director

Mr. Salerno read his report for those present.

Item #8: **Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick adopting the HATB Annual Budget and Capital Budget (FY2010/2011).**

Motion adopting the HATB Annual Budget and Capital Budget (FY2010/2011) was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call, all Commissioners voted "Aye".

Item #9: **Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing award of contract for installation of a Solar tube day lighting system for the Authority's cottage buildings.**

Motion authorizing award of contract for installation of a Solar Tube day lighting system in David Fried was made by Commissioner Sansone and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #10: **Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick, authorizing travel and attendance at the New Jersey Association of Housing and Redevelopment Authorities 2010 Annual Meeting and Conference September 26th through September 28, 2010.**

Chairman Thulen requested to also include travel to the NJ Governors Conference which will be held on the 29th. Motion to authorize travel to the NJAHRA conference and the Governors conference was made by Commissioner Sansone and seconded by Chairman Thulen. Upon roll call, all Commissioners voted "Aye".

Item #11: **Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick amending and adopting the smoking policy.**

Motion amending and adopting the smoking policy was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call, all Commissioners voted "Aye".

Item #12: Tenant/Applicant Status Report.

Mrs. Nicholson read the report for those present.

Item #13: Committee Reports

A. Building and Grounds Committee

Commissioner Zabriski read the report for those present.

B. Budget and Finance Committee

Chairman Thulen read the report for those present.

C. Personal Committee

Chairman Thulen announced that there is a personal matter that will need to be discussed in close session.

Item #14: Report of Attorney.

Mr. Coronato said to be consistent with the last meeting there were three appointments for professional services, Accounting, Audit and Attorney and the Board needs to reaffirm those three items. Chairman Thulen requested a motion to authorize and reaffirm the vote for accountant, auditor and legal services. Motion to reaffirm items 9, 10 and 11 off the agenda of the June 28th Board Meeting was made by Commissioner Zabriski and seconded by Sansone. Upon roll call, all Commissioners voted "Aye".

Commissioner Zabriski asked about the signing of checks. Mr. Coronato said as previous discussed that is considered a bylaw change and has to be adopted by proper resolution and notice of a bylaw change. Mr. Coronato also noted that the Resolution at that previous meeting that related to check signing is invalid and that check signing goes back to the way it was as stated in the bylaws.

Item #15: New Business.

Mr. Salerno asked the Board if they would consider having the Board Attorney, Mr. Coronato look over the By-laws to make sure the Housing Authority is running correctly. Mr. Coronato suggested setting up a By-Law Committee and let the Committee review the By-Laws, that way the legal fees are kept at a minimum. Mr. Salerno also would like to buy each Board Member a copy of Roberts Rules. Commissioner Zabriski made a motion to set up a Committee and also allow Mr. Salerno to purchase the Roberts Rules material for the Board. Commissioner Sansone seconded the motion. Upon roll call, all Commissioners voted "Aye".

Chairman Thulen mentioned that in regards to the Out-Of-Town Travel Policy, he reviewed it and would like to amend the policy to eliminate the subsistence allowance mentioned in item 10 of the policy. Commissioner Zabriski disagreed. Mr. Salerno said the problem that we may have is that in this economy, a lot of agency are doing away with their reimbursements of travel etc... Mr. Coronato suggested that Mr. Salerno look into the travel policy that the County and State use, and recommended using that as a guideline and then the Board could amend the policy if they choose to at the next Board Meeting.

Item #16: Public Portion.

Wilma Flagg, Forge Pond resident introduced Mary DeGroat who lives at George Conway. Ms. DeGroat won an award for her art work and Ms. Flagg thought the residents and the Board would appreciate seeing her work. Ms. Flagg also commented on the gentleman that died and Forge Pond and the incident that followed with the family breaking into the apartment, she also commented on the security cameras, the air conditioner covers and the window installation at Forge Pond. Chairman Thulen thanked Mrs. Flagg for her comments. Nancy Chase, George Conway resident asked why she cannot have an air conditioner in the window. Chairman Thulen said that because of the new windows and the air conditioner policy that was passed by the Board, it is no longer allowed unless it is the portable air conditioners. Chairman Thulen also noted that when the Forge Pond windows are replaced it will be the same policy.

Item #17: Resolution by the Board of Commissioners authorizing the meeting to be closed to the public for the purpose of discussing and/or reviewing matters exempt under the Public Open Meetings Act (P.L. #1975) in executive session.

Motion to close the meeting to the public and go into Executive Session for the purpose of discussing personal issues was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call, all Commissioners voted "Aye". The meeting was closed at 8:20PM.

Motion to open the meeting to the public was made by Commissioner Knight and seconded by Commissioner Zabriski. The meeting was opened at 8:35PM.

Chairman Thulen added Item #18 to the agenda, resolution to empower our Executive Director to go speak to JIF on behalf of our currently resigned maintenance worker to resolve any issue that may arise. Motion to approve was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call, all Commissioners voted "Aye".

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call all Commissioners vote "Aye".

The meeting adjourned at 8:40PM, all Commissioners voted "Aye".



Dennis Salerno,
Executive Director

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – AUGUST 30, 2010

Present: **Michael Thulen, Chairman**
 John Zabriski, Vice-Chairman
 Paul Hayes, Commissioner
 Rocco Sottarelli, Commissioner
 Stephen S. Scaturro, Commissioner
 Madeline Knight, Resident Commissioner
 John Sansone, Commissioner

AGENDA ITEM #

MEETING DATE

1
9/20/10

Joe Coronato, Esq. HATB Legal Counsel
Dennis Salerno, Executive Director
Nancy Nicholson, Service Coordinator

Call To Order: Chairman Michael Thulen called the Regular Meeting of the Housing Authority of the Township of Brick to order at 7:30 P.M. at David M. Fried Community Room. He announced that this meeting was being held in accordance with the Open Public Meetings Act of the State of New Jersey (Sunshine Law) and adequate notice has been given.

Salute to
The Flag:

Chairman Thulen led the assembly in the salute to the Flag.

Roll Call:

Upon roll call, the following Commissioners answered present: Hayes, Zabriski, Sansone, Scaturro, Knight, Sottarelli, and Chairman Thulen. Also present were Joe Coronato, Esq., Dennis Salerno, Executive Director, and Nancy Nicholson, Service Coordinator.

Item #1: **Authorization by the Board of Commissioners to approve and accept minutes of meeting held on July 26, 2010.**

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

Item #2: **Authorization by the Board of Commissioners to approve for payment vouchers #22079 through #22135 and Direct Deposit D34900 through D36000, Operating Account, August, 2010.**

Motion to approve for payment vouchers #22079 through #22135 and Direct Deposit D34900 through D36000, Operating Account, August, 2010 was made by Commissioner Zabriski and seconded by Chairman Thulen. Commissioner Zabriski would like the Board to hold off voting on voucher #22135 so it may be discussed in closed session. Chairman Thulen said that's fine. Upon roll call, Commissioners Zabriski, Sansone, Scaturro, Knight, Sottarelli, and Chairman Thulen voted "Aye". Commissioner Hayes voted "Aye" on all except on any voucher pertaining to stipend employees in which he voted "No".

Item #2A: **Authorization by the Board of Commissioner to approve for payment vouchers #22136 through #22137, Operating Account, August, 2010.**

Motion to approve for payment vouchers #22136 through #22137, Operating Account, August, 2010 was made by Commissioner Scaturro and seconded by Commissioner Sansone. Upon roll call, Commissioners Hayes, Sansone, Scaturro, Knight, Sottarelli, and Chairman Thulen voted "Aye". Commissioner Zabriski voted "Aye" on all except #22136 which he abstained.

Item #3: **Authorization by the Board of Commissioners to approve for payment vouchers #23643 through #23726 and Direct Deposit D894 through D953, Section 8 Account, August 2010.**

Motion to approve for payment vouchers #23643 through #23726 and Direct Deposit D894 through D953, Section 8 Account, August, 2010 was made by Commissioner Zabriski and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye".

Item #4: **Authorization by the Board of Commissioners to approve for payment voucher #2096, Tenant Security Refund Account, August, 2010.**

Motion to approve for payment voucher #2096, Tenant Security Refund Account, August, 2010 was made by Commissioner Scaturro and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #5: **Authorization by the Board of Commissioners to approve for payment voucher #4075, Capital Fund Account, August, 2010.**

Motion to approve for payment voucher #4075, Capital Fund Account, August, 2010 was made by Commissioner Scaturro and seconded by Commissioner Sansone. Upon roll call, all Commissioners voted "Aye".

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

Mr. Salerno read his report for those present. There was a lengthy discussion regarding the emergency repair of the fire alarm panel in David M. Fried. Chairman Thulen added item #6A to the agenda in regard to this matter.

Item #6A: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing the Executive Director to get the proper work done to complete the repair of the Fire Panel in accordance with the bid guidelines and get three proposals for the repair.

Motion to authorize the Executive Director to get bids for the repair of the fire panel in David Fried was made by Commissioner Zabriski and seconded by Commissioner Hayes. Upon roll call, all Commissioners voted "Aye".

Item #7: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick amending the Procurement Policy.

Motion to approve the amended Procurement Policy was made by Commissioner Scaturro and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #8: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick, authorizing the execution of change order No. 1 to the contract for installation of the Solar Tube Day Lighting System for the Authority's Cottage Buildings to adjust for additional quantities.

Commissioner Scaturro said he had requested several months ago a breakdown on the return of the investment is. Mr. Salerno said at this time it's difficult to get that information because this particular building is not complete solar, he also reminded the Board that this is a grant that is not costing the Authority any money for this project. Commissioner Scaturro asked where the additional money is coming from. Mr. Salerno said it is money that is included in the grant. Motion to approve for the execution of a change order to include additional solar tubes was made by Commissioner Sansone and seconded by Commissioner Zabriski. Upon roll call, Commissioners Zabriski, Sansone, Knight, and Chairman Thulen voted "Aye". Commissioners Hayes, Scaturro and Sottarelli voted "No".

Item #9: Resolution by the Board of Commissioners authorizing award of contract for Building Maintenance/Janitorial Services for a one (1) year period 9/1/2010 through 8/31/2011.

Motion authorizing award of contract for Building Maintenance/Janitorial Services for a one (1) year period 9/1/2010 through 8/31/2011 was made by Commissioner Scaturro and seconded by Commissioner Knight. Chairman Thulen pointed out that the contract is with Dove Cleaning, and that they are our current maintenance/janitorial company. Commissioner Sottarelli asked if they will be doing the same services. Mr. Salerno said no. He noted that some of the maintenance/janitorial services will be done by our Maintenance Workers. Commissioner Hayes asked if any of the stipend workers will be doing this work. Mr. Salerno said no. Upon roll call, Commissioner Sansone, Zabriski, Scaturro, Knight, Sottarelli and Chairman Thulen voted "Aye". Commissioner Hayes voted "Aye" however, he does not want our stipend workers doing any type of janitorial services.

Item #10: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick amending the Travel Authorization and Reimbursement Policy for Out-Of-Town Travel.

Commissioner Zabriski pointed out that Mr. Salerno was supposed to report back to the Board with other travel policies from the Township and the County. Chairman Thulen tabled this resolution until the next meeting.

Item #11: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick Authorizing travel and attendance for conference of the NJ Chapter of the National Association of Housing And Redevelopment Officials November 16th-19th, 2010 at the Borgata Hotel, Atlantic City, New Jersey.

Motion authorizing travel and attendance to the conference of the NJ Chapter of the National Association of Housing and Redevelopment Officials, November 16th-19th, 2010 was made by Commissioner Hayes and seconded by Commissioner Sansone. Upon roll call, all Commissioners voted "Aye".

Item #16: Public Portion.

Ms. Peggy Gray, George Conway resident inquired about having speed bumps installed on Ovation Way. Chairman Thulen said that Forge Pond is having their parking lot redone and that speed bumps would have to be considered only after that project is complete. Mr. Salerno reminded the Board that the Township Council President and Liaison to the Housing Authority Tony Matthews had a study done and they did not find that cars were speeding on Ovation Way. Commissioner Hayes said that there used to be speed bumps, but tenants complained that their cars were getting damaged and the bumps were removed. Chairman Thulen suggested we revisit this issue once the parking lot at Forge Pond gets reconfigured. Wilma Flagg, Forge Pond resident complained about tenants feeding wild animals. Mr. Salerno said he would send out letters to tenants reminding them this behavior is not allowed. Ms. Flagg also asked if the grass and bushes are going to be replaced and repaired at Forge Pond. Mr. Salerno said absolutely, however that will not be done until the new windows are installed at Forge Pond. Flo Tillotson, George Conway resident announced that she along with the George Conway Tenants Association will be hosting the 6th Annual Breast Cancer Walk and that she is seeking donations. She also noted that all Board Members and residents are welcomed to join in on the walk which will be held on October 6, 2010 at 12:00PM. Commissioner Knight asked what was being done in regards to the parking lot at Forge Pond. Commissioner Zabriski said that the parking lot at Forge Pond is going to be reconfigured and after that is done and the parking spaces are repainted, the Board could look into title 39 which will tow unauthorized cars from the parking lot. Mr. Coronato said he would look into title 39 and help us obtain what we need to have unwanted cars towed.

Item #12: Tenant/Applicant Status Report.

Mrs. Nicholson read the report for those present.

Item #13: Committee Reports

A. Building and Grounds Committee

Commissioner Zabriski read the report for those present.

B. Budget and Finance Committee

Commissioner Scaturro read the report for those present. Chairman Thulen asked Mr. Salerno to provide the Board with a Budget Comparison report. Mr. Salerno said he will comply and he is also going to provide the Board with a Section 8 breakdown.

C. Personal Committee

Chairman Thulen said there are several issues that will be discussed in closed session.

Item #14: Report of Attorney.

Mr. Coronato said there is a possible lawsuit that will be discussed in closed session.

Item #15: New Business

Commissioner Zabriski suggested that the Board be given a 15 day advance notice, so the Board could discuss them prior to the meeting. Chairman Thulen asked how that affects the By-laws. Mr. Coronato said that a compromise of 7 days in advance might be more realistic. Mr. Salerno said he will do his best to inform the Board well in advance of Resolutions, however, sometimes that is not possible and he does his best to keep the Contract and Bid Committees as well as, the Board Members apprised of what will appear on the agenda.

Item #17: Resolution by the Board of Commissioners authorizing the meeting to be closed to the public for the purpose of discussing and/or reviewing matters exempt under the Public Open Meetings Act (P.L. #1975) in executive session.

Motion to close the meeting to the public and go into Executive Session for the purpose of discussing personal issues was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call, all Commissioners voted "Aye". The meeting was closed at 8:16PM.

Motion to open the meeting to the public was made by Commissioner Sansone and seconded by Commissioner Zabriski. The meeting was opened at 9:00PM.

Chairman Thulen opened the meeting with adding Resolutions

Item #17: Resolution by the Board of Commissioners authorizing the meeting to be closed to the public for the purpose of discussing and/or reviewing matters exempt under the Public Open Meetings Act (P.L. #1975) in executive session.

Motion to close the meeting to the public and go into Executive Session for the purpose of discussing personal issues was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call, all Commissioners voted "Aye". The meeting was closed at 8:16PM.

Motion to open the meeting to the public was made by Commissioner Sansone and seconded by Commissioner Zabriski. The meeting was opened at 9:00PM.

Chairman Thulen opened the meeting with adding Resolutions.

Item #18: Resolution by the Board of Commissioner of the Housing Authority of the Township of Brick authorizing the creation of a Laborer Position.

Motion to approve was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call, Commissioners Sansone, Zabriski, Scaturro and Chairman Thulen voted "Aye". Commissioner Hayes voted "Present" and Commissioner Sottarelli voted "No".

Mr. Coronato said let the record show that the check that was held concerning Al Scerbo, former maintenance worker will be held until further notice. No payment will be made to the employee until our Attorney reviews the matter.

Item #19: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick awarding a 1 year contract to the Executive Director.

Chairman Thulen stated that going forward starting September 1, 2010 that 1.5% of his salary has to go towards his benefits and that on March 1st of every year before our Budget is voted on notice by the Executive Director must go out to all the Commissioners notifying them that his contract will be coming up for renewal. Motion to approve was made by Commissioner Zabriski and seconded by Commissioner Thulen. Upon roll call, Commissioner Hayes, Sansone, Zabriski, Scaturro, Knight and Chairman Thulen voted "Aye". Commissioner Sottarelli passed on the vote.

Item #20: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick starting a position titled "Superintendent of Maintenance Services".

Motion to approve the position titled Superintendent of Maintenance Services was made by Commissioner Hayes and seconded by Commissioner Zabriski. Upon roll call, Commissioner Sansone, Zabriski, Knight, and Chairman Thulen voted "Aye". Commissioners Hayes, Scaturro and Sottarelli voted "No".

Item #21: Resolution by the board of Commissioners of the Housing Authority of the Township of Brick appointing Nick Sesto as Superintendent of Maintenance Services.

Motion to approve was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call, Commissioner Zabriski, Sansone, Knight, and Chairman Thulen voted "Aye". Commissioner Hayes passed on the vote. Commissioners Scaturro and Sottarelli voted "No".

Motion to Adjourn the Meeting of August 30, 2010:

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call all Commissioners vote "Aye".

The meeting adjourned at 9:10 PM, all Commissioners voted "Aye".

Adjournment



Dennis Salerno
Executive Director

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – SEPTEMBER 20, 2010

Present: Michael Thulen, Chairman
John Zabriski, Vice-Chairman
Rocco Sottarelli, Commissioner
Stephen S. Scaturro, Commissioner
Madeline Knight, Resident Commissioner
John Sansone, Commissioner

AGENDA ITEM #

MEETING DATE

1
10-25-10

Tom Kunz, Esq. HATB Legal Counsel
Dennis Salerno, Executive Director
Nancy Nicholson, Service Coordinator

Absent: Paul Hayes, Commissioner

Call To Order: Chairman Michael Thulen called the Regular Meeting of the Housing Authority of the Township of Brick to order at 7:30 P.M. at David M. Fried Community Room. He announced that this meeting was being held in accordance with the Open Public Meetings Act of the State of New Jersey (Sunshine Law) and adequate notice has been given.

**Salute to
The Flag:**

Chairman Thulen led the assembly in the salute to the Flag.

Roll Call:

Upon roll call, the following Commissioners answered present: Zabriski, Sansone, Scaturro, Knight, Sottarelli, and Chairman Thulen. Also present were Joe Coronato, Esq., Dennis Salerno, Executive Director, and Nancy Nicholson, Service Coordinator. Commissioner Hayes was absent.

Item #1: **Authorization by the Board of Commissioners to approve and accept minutes of meeting held on August 30, 2010.**

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

Item #2: **Authorization by the Board of Commissioners to approve for payment vouchers #22138 through #22182 and Direct Deposit D36100 through D37200, Operating Account, September, 2010.**

Motion to approve for payment vouchers #22138 through #22182 and Direct Deposit D36100 through D37200, Operating Account, September, 2010 was made by Commissioner Scaturro and seconded by Commissioner Sottarelli. Upon roll call, all Commissioners voted "Aye".

Item #2A: **Authorization by the Board of Commissioners to approve for payment vouchers #22183 through #22190, Operating Account, September, 2010.**

Motion to approve for payment vouchers #22183 through #22190, Operating Account, September, 2010 was made by Commissioner Scaturro and seconded by Commissioners Sottarelli. Upon roll call, all Commissioners voted "Aye".

Item #3: **Authorization by the Board of Commissioners to approve for payment vouchers #23727 through #23807 and Direct Deposit D954 through D1014, Section 8 Account, September 2010.**

Motion to approve for payment vouchers #23727 through #23807 and Direct Deposit D954 through D1014, Section 8 Account, September, 2010 was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call, all Commissioners voted "Aye".

Item #4: **Authorization by the Board of Commissioners to approve for payment voucher #2097, Tenant Security Refund Account, September, 2010.**

Motion to approve for payment voucher #2097, Tenant Security Refund Account, September, 2010 was made by Commissioner Zabriski and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye".

Item #5: **Authorization by the Board of Commissioners to approve for payment vouchers #4076 through #4077, Capital Fund Account, September, 2010.**

Motion to approve for payment vouchers #4076 through #4077, Capital Fund Account, September, 2010 was made by Commissioner Sansone and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

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

Mr. Salerno read the report for those present. He asked the Board to review the policy for air conditioner charges in Forge Pond. He explained how it is currently being calculated and how Joan Asch, the tenant Service Coordinator would like the charges to be a flat rate spread out over the year. Mr. Salerno also requested the Board review the policy regarding rent checks that are returned for non-sufficient funds. He explained to the Board that the way it is now, if a tenant bounces a check, they are never allowed to write a check to us again. The tenant must then go out and get a money-order or cashier's check to pay their rent. Mr. Salerno would like if there was a one-time forgiveness for returned checks. Commissioner Zabriski asked what the fee is for a return. Mr. Salerno said its \$25.00 dollars, but he does not believe the bank charges us. Chairman Thulen asked what is currently in our lease. Mr. Salerno said there is nothing in the lease currently but there used to be so the policy has been, if you bounce once you no longer could write a check. There was a lengthy discussion regarding both matters, and Chairman Thulen recommended that the Building and Grounds Committee and the Finance Committee meet and review, Mr. Salerno's request.

Item #7: Tenant/Applicant Status Report.

Mrs. Nicholson read the report for those present.

Item #8: Committee Reports

A. Building and Grounds Committee

Commissioner Zabriski read the report for those present.

B. Budget and Finance Committee

B-1: Budget Comparison Report

Commissioner Scaturro said there will be no report tonight due to the fact that he asked for some specific information that he did not receive until tonight's meeting and he has not had the opportunity to review it. He assured all in attendance that moving forward he will have the requested information in a timely basis so that he can provide an accurate Budget and Finance Report. Mr. Salerno said that he had a meeting with the Accountant and that he will be at the next Board Meeting. Chairman Thulen recommended that Commissioner Scaturro meet with the Accountant prior to the next Board Meeting, and explain to the Accountant exactly what he is looking for.

C. Personal Committee

None to report.

Item #9: Report of Attorney.

None to report.

Item #10: New Business

Mr. Salerno asked Mr. Sesto, to explain the situation the Housing Authority has in regards to the fire alarm system panel at the David Fried Complex and the urgency in the need to get the situation corrected. Mr. Sesto said that the Fire Panel needs to be replaced because the existing panel is not working correctly and the Fire Department has notified us that we have 30 days to comply with the repairs. Mr. Salerno is recommending that we have Minton's Fire and Security do the emergency repairs because they are our current monitoring service. Chairman Thulen asked if there were any other bids. Mr. Sesto said that the other companies that responded said yes, however the other companies want to install another type of panel which would not be compatible or comparable to the panels in Conway or Forge Pond. He also mentioned that ADT proposed that if they install the panel we would be leasing the equipment and they want to monitor it as well. The Board discussed the pro's and con's and cost factor of using ADT monitoring service opposed to Minton's Fire and Security. Commissioner Scaturro asked if this was in the Budget. Mr. Salerno the funds are in the budget and this is an emergency. Motion to approve for Minton's Fire and Security to make the emergency repairs on the fire panel was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call, all Commissioners voted "Aye".

Item #11: Public Portion.

Ms. Marie Polloway, George Conway resident wanted to address the Board about an incident that happened when she had a conversation with Commissioner Zabriski before last month's meeting. Mrs. Polloway stated that she was having a conversation with Mr. Salerno in regards to the air conditioner in the community room at George Conway that was not working. He instructed her to speak to Commissioner Zabriski, since he is on the Building and Grounds Committee. Mrs. Polloway said that during her conversation with Commissioner Zabriski, he became very rude and condescending in regards to the air conditioner. She said he told her that the Housing Authority doesn't need to provide air conditioners in the community rooms. Mr. Salerno said that he had a new air conditioner company come in and asses the problem, and he has been discussing the repairs with the Building and Grounds committee. Mrs. Polloway feels that Commissioner Zabriski owes her an apology. Mr. Salerno assured Mrs. Polloway that he is in the process of fixing the problem, he called in a new company and repairs are going to be made and the tenants will again have air conditioner in the community room. Wilma Flagg, Forge Pond Resident thanked Mr. Salerno for replacing the apartment door on the ground floor that was damaged years ago. She also had a complaint that she spoke to Mr. Salerno and Commissioner Zabriski about a tenant who has cots set up in his apartment that he apparently is setting up a flop house. She states that nothing has been done regarding this even though she reported it to the office. Chairman Thulen asked Mr. Salerno if a report was put in regarding this. Mr. Salerno said he knows who the individual is and that he has been active in investigating this situation. Mr. Salerno also noted for the record that he is investigating this purely on hearsay and that he has no solid proof since tenants do not follow through with their complaints by filling out police reports. Florence Tillotson, George Conway resident wanted to remind the Board that the George Conway Tenant Association is hosting a Breast Cancer Walk on Sunday, October 10, 2010.

Item #12: Resolution by the Board of Commissioners authorizing the meeting to be closed to the public for the purpose of discussing and/or reviewing matters exempt under the Public Open Meetings Act (P.L. #1975) in executive session.

Motion to close the meeting to the public and go into Executive Session for the purpose of discussing possible litigation was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call, all Commissioners voted "Aye". The meeting was closed at 8:20PM.

Motion to open the meeting to the public was made by Commissioner Sansone and seconded by Commissioner Zabriski. The meeting was opened at 8:30PM.

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Sansone and seconded by Commissioner Zabriski. Upon roll call all Commissioners vote "Aye".

Adjournment

A handwritten signature in blue ink, appearing to read "Dennis Salerno", is written over a large, light blue curved line that spans across the signature area.

Dennis Salerno,
Executive Director/Secretary

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS SPECIAL MEETING
OCTOBER 7, 2010

Present: Michael Thulen, Chairman
 John Zabriski, Vice-Chairman
 Rocco Sottarelli, Commissioner
 Stephen S. Scaturro, Commissioner
 Madeline Knight, Resident Commissioner
 John Sansone, Commissioner

AGENDA ITEM #

MEETING DATE

2
10-25-10

Joseph Coronato, Esq. HATB Legal Counsel
Dennis Salerno, Executive Director
Nancy Nicholson, Service Coordinator

Absent: Paul Hayes, Commissioner

Call To Order: Chairman Michael Thulen called the Special Meeting of the Housing Authority of the Township of Brick to order at 7:30 P.M. at David M. Fried Community Room. He announced that this meeting was being held in accordance with the Open Public Meetings Act of the State of New Jersey (Sunshine Law) and adequate notice has been given.

Salute to
The Flag:

Chairman Thulen led the assembly in the salute to the Flag.

Roll Call:

Upon roll call, the following Commissioners answered present: Zabriski, Sansone, Scaturro, Knight, Sottarelli, and Chairman Thulen. Also present were Joe Coronato, Esq., Dennis Salerno, Executive Director, and Nancy Nicholson, Service Coordinator. Commissioner Hayes was absent.

ITEM #1: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick awarding a contract for the replacement of Forge Pond Windows to Garozzo & Scimeca Construction Inc.

Motion to approve awarding a contract for the replacement of Forge Pond Windows to Garozzo & Scimeca Construction Inc. was made by Commissioner Zabriski and seconded by Commissioner Scaturro. Commissioner Sottarelli asked if this company was the same company that did George Conway windows. Chairman Thulen said yes. Upon roll call, all Commissioners voted "Aye".

ITEM #2: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick creating a position of part-time mechanic and post same.

Motion to approve the Executive Director to create a position of a part-time mechanic and post the same was made by Commissioner Zabriski and seconded by Commissioner Scaturro. Chairman Thulen explained this is being done because of the equipment we now have particularly the lawn mower that the Township donated to us. Commissioner Zabriski said the Personal Committee still needs to work on compensation, however this is a sub-contractor and no benefits will be paid. Chairman Thulen said we are not hiring anyone yet, this is just to get the ball rolling and allow the Director to post and get some applications.

ITEM #3: New Business – no new business to report.

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Sansone and seconded by Commissioner Zabriski. Upon roll call all Commissioners vote "Aye".

Adjournment


Dennis Salerno,
Executive Director

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – OCTOBER 25, 2010

Present: **Michael Thulen, Chairman**
 John Zabriski, Vice-Chairman
 Paul Hayes, Commissioner
 Stephen S. Scaturro, Commissioner
 Madeline Knight, Resident Commissioner
 John Sansone, Commissioner

AGENDA ITEM #

MEETING DATE

1
11-29-10

Joe Coronato, Esq. HATB Legal Counsel
Nancy Nicholson, Service Coordinator

Absent: **Rocco Sottarelli, Commissioner**
 Dennis Salerno, Executive Director

Call To Order: Chairman Michael Thulen called the Regular Meeting of the Housing Authority of the Township of Brick to order at 7:30 P.M. at David M. Fried Community Room. He announced that this meeting was being held in accordance with the Open Public Meetings Act of the State of New Jersey (Sunshine Law) and adequate notice has been given.

Salute to
The Flag: Chairman Thulen led the assembly in the salute to the Flag.

Roll Call: Upon roll call, the following Commissioners answered present: Zabriski, Hayes, Sansone, Scaturro, Knight, Sottarelli, and Chairman Thulen. Also present were Joe Coronato, Esq., Dennis Salerno, Executive Director, and Nancy Nicholson, Service Coordinator. Commissioner Sottarelli was absent.

Item #1: Authorization by the Board of Commissioners to approve and accept minutes of meeting held on September 20, 2010.

There being no additions, deletions or corrections on motion by Commissioner Sansone and seconded by Commissioner Zabriski, the minutes were accepted as submitted. Upon roll call, all Commissioners Sansone, Zabriski, Scaturro, Knight and Chairman Thulen voted "Aye". Commissioner Hayes abstained because he did not attend the meeting.

Item #8: Resolution by the Board of Commissioners certifying review and authorizing submission of the Annual Independent Audit to the Local Finance Board of the State of New Jersey. (Commissioner must sign affidavit at the end of tonight's meeting)

The Auditor, Frank Holman, a partner with the firm Holman & Frenia, P.C., who has performed an audit for the fiscal year ending June 30, 2010 addressed the Board. Mr. Holman stated the audit report had no findings and there were no opinions and the Housing Authority books are in fine shape. Motion to approve certifying review and authorizing submission of the Annual Audit to the Local Finance Board of the State of New Jersey was made by Commissioner Hayes and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #2: Authorization by the Board of Commissioners to approve and accept minutes of Special Meeting held on October 7, 2010.

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

Item #3: Authorization by the Board of Commissioners to approve for payment vouchers #22191 through #22196 and Direct Deposit D38300 through D38700, September, 2010 and vouchers #22197 through #22251 and Direct Deposit D38800 through D39200, Operating Account, October, 2010.

Motion to approve for payment vouchers #22191 through #22196 and Direct Deposit D38300 through D38700, September, 2010 and vouchers #22197 through #22251 and Direct Deposit D38800 through D39200, Operating Account, October, 2010 was made by Commissioner Sansone and seconded by Chairman Thulen. Upon roll call, Commissioners Sansone, Knight and Chairman Thulen voted "Aye". Commissioner Hayes voted "Aye" on all except vouchers #22215, #22221, #22230 and #22231 in which he voted "No". Commissioner Zabriski voted "Aye" on all except voucher #22203 which he voted "No" and he abstained on voucher #22229. Commissioner Scaturro voted "Aye" on all except for payment vouchers #22228 and #22229 in which he abstained.

Item #3A: Resolution by the Board of Commissioner to approve for payment vouchers #22252 through #22256 and Direct Deposit D39300 through D39700, Operating Account, October, 2010.

Motion to approve for payment vouchers #22252 through #22256 and Direct Deposit D39300 through D39700, Operating Account, October, 2010 was made by Commissioner Hayes and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #4: Authorization by the Board of Commissioners to approve for payment vouchers #23808 through #23886 and Direct Deposit D1015 through D1081, Section 8 Account, October 2010.

Motion to approve for payment vouchers #23808 through #23886 and Direct Deposit D1015 through D1081, Section 8 Account, October, 2010 was made by Commissioner Scaturro and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #5: Authorization by the Board of Commissioners to approve for payment vouchers #2098 through #2100, Tenant Security Refund Account, October, 2010.

Motion to approve for payment vouchers #2098 through #2100, Tenant Security Refund Account, October, 2010 was made by Commissioner Zabriski and seconded by Commissioner Scaturro. Upon roll call all Commissioners voted "Aye".

Item #6: Authorization by the Board of Commissioners to approve for payment vouchers #4078 through #4079, Capital Fund Account, October, 2010.

Motion to approve for payment vouchers #4078 through #4079, Capital Fund Account, October, 2010 was made by Commissioner Scaturro and seconded by Commissioner Sansone. Upon roll call, all Commissioners voted "Aye".

Item #6A: Authorization by the Board of Commissioners to approve for payment voucher #4080, Capital Fund Account, October, 2010.

Motion to approve for payment voucher #4080, Capital Fund Account, October, 2010 was made by Commissioner Zabriski and seconded by Chairman Thulen. Upon roll call, Commissioners Sansone, Zabriski, Scaturro, Knight and Chairman Thulen voted "Aye". Commissioner Hayes voted "No".

Item #7: Report of Executive Director

Mrs. Nicholson read the Executive Director's report in Mr. Salerno's absence.

Item #9: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing two Commissioners to sign checks.

Motion to authorize two Commissioners to sign checks was made by Commissioner Sansone and seconded by Chairman Thulen. Upon roll call, all Commissioners voted "Aye".

Item #10: Resolution by the Board of Commissioners authorizing the transfer of \$4,500.00 of the laundry services commissions to fund the tenant service account.

Motion to approve the transfer of \$4,500.00 of the laundry services commissions to fund the tenant service account was made by Commissioner Hayes and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye".

Item #11: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing the execution of a Declaration of Trust for the U.S. Department of Housing and Urban Development.

Motion to approve the execution of a Declaration of Trust for the U.S. Department of Housing and Urban Development was made by Commissioner Scaturro and seconded by Commissioner Zabriski. Commissioner Hayes asked for clarification of this resolution from the Board Attorney. Mr. Coronato said that the Government is requiring so basically what happens is the property is owned by the US Government and we are just holding it in trust. Commissioner Hayes asked if when the bonds are up does the Housing Authority get turned over to the Township. Mr. Furlong said no, that the property must remain low-income. Upon roll call, all Commissioners voted "Aye".

Item #12: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick to award contract for snow and ice removal services in the black topped vehicular rights-of-way and parking lots for a 5 month period 11/1/10 through 3/31/11.

Chairman Thulen met with the Building and Grounds Committee and there is a possibility of getting a better or compatible service with the County approved people at an hourly rate. There was a lengthy conversation as to whether or not to award a contract to a private contractor or look into reviewing what the County has to offer. Motion to reject the one contractor who responded to snow and ice removal and re-bid was made by Commissioner Zabriski and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye".

Item #13: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick to amend the travel Authorization and Reimbursement Policy for Out-Of-Town Travel.

To be discussed in closed session.

Item #14: Discussion of hiring a payroll service.

Chairman Thulen tabled this discussion.

Item #15: Tenant/Applicant Status Report.

Mrs. Nicholson read the report for those present.

Item #16: Committee Reports

A. Building and Grounds Committee

Commissioner Zabriski read for those present.

B. Budget and Finance Committee

B-1: Budget Comparison Report

Commissioner Scaturro read the report for those present.

C. Personal Committee (Resolution to hire Nick Lotito as part time mechanic)

Chairman Thulen said at the last meeting there was a discussion to hire a part-time mechanic to maintain the gas and diesel equipment owned by the Housing Authority with a minimum of 5 hours a month at a rate of \$60.00 hour. Motion to hire Nick Lotito as the part-time mechanic was made by Commissioner Sansone and seconded by Commissioner Zabriski. Commissioner Hayes asked if there is a maximum of hours Mr. Lotito can work. Chairman Thulen said the Executive Director would approve that. Commissioner Hayes also asked if this would be a Union position. Chairman Thulen said no, it is not a Union position, but workers compensation would be taking out. Upon roll call, Commissioner Hayes, Sansone, Zabriski, Knight and Chairman Thulen voted "Aye". Commissioner Scaturro abstained.

Item #17: Report of Attorney.

Mr. Coronato said there is some potential litigation that he would like to discuss in closed session.

Item #18: New Business

No new business to report.

Item #19: Public Portion.

Chairman Thulen made an announcement to the tenants present that there are procedures regarding complaints and there is process that he would like the tenants to follow. He noted that residents should not wait until a Board Meeting to complain about something that could have been handled by the office or the police department.

Ms. Peggy Gray, George Conway resident said she has a problem that Mr. Salerno, told her she could move and now she can't. Chairman Thulen said he will have a discussion with Mr. Salerno, so that he may understand what the situation is.

Ms. Wilma Flagg, Forge Pond resident said she was curious to know when the window replacement project will start in the Forge Pond complex. Chairman Thulen said he will check with Mr. Salerno, however he believes the project will start after the New Year.

Ms. Dawn Weber, George Conway resident asked why she can no longer get copies made at the office. She explained she went to the office to get a copy and she was denied. There was discussion regarding the cost factor to make copies for all the residents. Chairman Thulen said the Board will have to discuss this and there may be a possibility that there will be a small fee to get copies made.

Ms. Flo Tillotson, George Conway resident asked if the Board can find her book shelves. Chairman Thulen said he will ask around for her.

Dan Esposito, maintenance employee, asked if the Board plans on hiring a new maintenance person. Chairman Thulen said yes.

Item #20: Resolution by the Board of Commissioners authorizing the meeting to be closed to the public for the purpose of discussing and/or reviewing matters exempt under the Public Open Meetings Act (P.L. #1975) in executive session.

Motion to close the meeting to the public and go into Executive Session for the purpose of discussing potential litigation was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call, all Commissioners voted "Aye". The meeting was closed at 8:20 P.M.

Motion to open the meeting to the public was made by Commissioner Zabriski and seconded by Commissioner Scaturro. The meeting was opened at 9:00 P.M.

Chairman Thulen announced that during closed session agenda item #13 was discussed and the following changes should be made to the policy.

Paragraph #10 will now read in the travel policy as follows:

In addition to reimbursable costs as outlined above, the Commissioners and employees of the Authority shall be reimbursed for actual travel related expenses for meals consumed, not to exceed \$125.00 per day

Reimbursement for actual expenses for meals consumed must be supported by receipts and other documentation of actual expenses (listing each item, the date, place, time, and dollar amount of same). Receipts must be secured for all expense items of more than \$20. The cost of alcoholic beverages consumed at meals is not reimbursable.

Also added to the travel policy was paragraph #13 which will read as follows.

If a Commissioner or employees of the Authority is required to travel further than 150 miles for the site of the Brick Housing Authority, the requested shall be voted on by the commissioners at a meeting prior to the event.

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call, all Commissioners voted "Aye".

Adjournment



Dennis Salerno,
Secretary/Executive Director

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – NOVEMBER 29, 2010

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

AGENDA ITEM #

MEETING DATE

1
12-20-10

Dennis Salerno, Executive Director
Joe Coronato, Esq. HATB Legal Counsel
Nancy Nicholson, Service Coordinator

Absent: Madeline Knight, Resident Commissioner

Call To Order: Chairman Michael Thulen called the Regular Meeting of the Housing Authority of the Township of Brick to order at 7:30 P.M. at David M. Fried Community Room. He announced that this meeting was being held in accordance with the Open Public Meetings Act of the State of New Jersey (Sunshine Law) and adequate notice has been given.

Salute to
The Flag: Chairman Thulen led the assembly in the salute to the Flag.

Roll Call: Upon roll call, the following Commissioners answered present: Zabriski, Hayes, Sottarelli, Sansone, Scaturro, and Chairman Thulen. Also present were Joe Coronato, Esq., Dennis Salerno, Executive Director, and Nancy Nicholson, Service Coordinator. Commissioner Knight was absent.

Item #1: **Authorization by the Board of Commissioners to approve and accept minutes of meeting held on October 25, 2010.**

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

Item #2: **Authorization by the Board of Commissioners to approve for payment vouchers #22257 through #22322 and Direct Deposit D39800 through D40700, Operating Account, November 2010.**

Motion to approve for payment vouchers #22257 through #22322 and Direct Deposit D39800 through D40700, Operating Account, November, 2010 was made by Commissioner Sansone and seconded by Chairman Thulen. Upon roll call, Commissioners Sansone and Chairman Thulen voted "Aye" on all. Commissioner Zabriski voted "Aye" on all except for voucher #22295 in which he abstained. Commissioners Scaturro and Sottarelli voted "Aye" on all except for voucher #22295, which the both voted "No". Commissioner Hayes voted "Aye" on all except for vouchers #22289 and #22296, in which he voted "No".

Item #2A: **Authorization by the Board of Commissioners to approve for payment vouchers #22323 through #22325, Operating Account, November 2010.**

Motion to approve for payment vouchers #22323 through #22325 was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call, Commissioners Hayes, Sansone, Scaturro and Sottarelli voted "Aye". Commissioner Zabriski voted "Aye" on all except for payment voucher #22325 in which he abstained. Chairman Thulen voted "Aye" on all except for payment voucher #22324 in which he abstained.

Item #3: Authorization by the Board of Commissioners to approve for payment vouchers #23887 through #23963 and Direct Deposit D1082 through D1152, Section 8 Account, November 2010.

Motion to approve for payment vouchers #23887 through #23963 and Direct Deposit D1082 through D1152, Section 8 Account, November, 2010 was made by Commissioner Hayes and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye".

Item #4: Authorization by the Board of Commissioners to approve for payment vouchers #2101, Tenant Security Refund Account, November, 2010.

Motion to approve for payment vouchers #2101, Tenant Security Refund Account, November, 2010 was made by Commissioner Hayes and seconded by Commissioner Sansone. Upon roll call, all Commissioners voted "Aye".

Item #5: Authorization by the Board of Commissioners to approve for payment vouchers #4081 through #4082, Capital Fund Account, November, 2010.

Motion to approve for payment vouchers #4051 through #4082 was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call, all Commissioners voted "Aye".

Item #6: Report of Executive Director

Mr. Salerno read his report for those present.

Item #7: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick awarding contract for the replacement of the George Conway apartment building roof- "B" wing to Coffey Brothers Inc.

Motion to approve awarding contract for the replacement roof on the "B" wing of the George Conway building to Coffey Brothers Inc. was made by Commissioner Hayes and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye".

Item #8: Resolution by the Board of Commissioners of the Housing Authority of the Township Travel and Attendance for Commissioners and staff at the NJAHRA & NJNAHRO Holiday Dinner Meeting held on December 3, 2010 at the Holiday Inn, Carteret, New Jersey.

Motion to approve for travel and attendance for Commissioners and staff at the NJAHRA & NJNAHRO Holiday Dinner Meeting held on December 3, 2010 at the Holiday Inn in Carteret was made by Commissioner Hayes and seconded by Chairman Thulen. Upon roll call, all Commissioners voted "Aye".

Item #9: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick, Travel and Attendance for Commissioners and staff to PHADA's 2011 Commissioners' Conference held on January 9th through 12th, 2011 in Phoenix, Arizona at the Sheraton Phoenix Downtown Hotel.

Motion to approve for travel and attendance for Commissioners and staff to PHADA's 2011 Commissioners' Conference held on January 9th through 12th, 2011 in Phoenix, Arizona at the Sheraton Phoenix Downtown Hotel was made by Commissioner Sansone and seconded by Commissioner Zabriski. Commissioner Zabriski informed the Board that the only one going to this will be the Executive Director. Chairman Thulen asked Mr. Salerno is there a particular course that he needs to take that is being held there? Mr. Salerno said this is a Conference for Executive Directors and there are several courses being held there that he is interested in attending. There was discussion as to whether any of those courses were held in a closer location, the answer was no. Upon roll call, Commissioners Sansone, Zabriski, and Scaturro voted "Aye". Commissioners Hayes, Sottarelli and Chairman Thulen voted "No". Mr. Salerno asked for an opinion since it was a tie vote. Commissioner Hayes said that with a tie vote then it's a no, Mr. Salerno cannot go to this conference.

Item #10: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick to award contract for snow and ice removal services in the black topped vehicular rights-of-way and parking lots to ERBE Builders.

Motion to award contract for snow and ice removal services in the black topped vehicular rights-of-way and parking lots to ERBE Builders was made by Commissioner Hayes and seconded by Commissioner Sottarelli. Upon roll call, all Commissioners voted "Aye".

Item #11: Resolution by the Board of Commissioner of the Housing Authority of the Township of Brick authorizing the Executive Director to seek proposals for an Energy Audit.

Motion to approve the Executive Director to seek proposals for an Energy Audit was made by Commissioner Sansone and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #12: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing the hiring of a laborer.

Chairman Thulen announced that this agenda item is being tabled until further details about the position and pay could be supplied for the Board to review.

Item #13: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick to create a position of a Night Superintendent.

Motion to create a position of a Night Superintendent was made by Commissioner Zabriski and seconded by Commissioner Thulen. Commissioner Hayes asked if this position will be taxed. Mr. Salerno said yes. Upon roll call, all Commissioners voted "Aye".

Item #14: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick hiring Kevin Downey, Forge Pond Resident as a temporary Night Superintendent.

Motion to hire Kevin Downey, Forge Pond Resident as a temporary night superintendent was made by Commissioner Sottarelli and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #15: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick creating a Human Resources Position.

Chairman Thulen announced that this agenda item is being tabled.

Item #16: Resolution by the Board of Commissioners of the Township of Brick establishing a Policy in regards to bounce checks.

The Board discussed how bounce checks presently were handled; the Board agreed they should continue to be handled in the same manner. Mr. Coronato noted that when the wording is placed back into the lease it should read as follows: *If a tenant should bounce a check for insufficient funds, all future rent payments must be made by Money Order or Cashier's Check and if the bank charges the Housing Authority a fee for the returned check the tenant will be responsible to pay that fee.*

Item #17: Resolution by the Board of Commissioners of the Township of Brick establishing a Policy concerning air conditioner charges in Forge Pond Building.

Chairman Thulen announced that this agenda item is being tabled

Item #18: Tenant/Applicant Status Report.

Mrs. Nicholson read the report for those present.

Item #19: Committee Reports

A. Building and Grounds Committee

Commissioner Zabriski read the report for those present.

B. Budget and Finance Committee

B-1: Budget Comparison Report

Commissioner Scaturro read agenda item B and B1 for those present.

Item #20: Report of Attorney.

Mr. Coronato had nothing new to report however, he has potential litigation that he would like to discuss in closed session.

Item #21: New Business

None to report.

Item #22: Public Portion.

Chairman Thulen made an announcement to the tenants present that there are procedures regarding complaints and there is process that he would like the tenants to follow. He noted that residents should not wait until a Board Meeting to complain about something that could have been handled by the office or the police department and if the situation does not pertain to the person speaking then they should not bring it to the Board Meeting.

Wilma Flagg, Forge Pond resident said that a woman in her building had a problem with her refrigerator on a Saturday and the problem was not corrected until Monday. She wanted to know if that is the procedure. Mr. Salerno said he was aware of that particular call and the problem was handled accordingly and that the woman understood of the situation.

Ms. Flagg also asked why there was no sign in the back permitting people to smoke behind Forge Pond. Mr. Salerno said he will look into that.

Item #23: Resolution by the Board of Commissioners authorizing the meeting to be closed to the public for the purpose of discussing and/or reviewing matters exempt under the Public Open Meetings Act (P.L. #1975) in executive session.


Motion to close the meeting to the public and go into Executive Session for the purpose of discussing potential litigation was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call, all Commissioners voted "Aye". The meeting was closed at 8:10 P.M.

Motion to open the meeting to the public was made by Commissioner Zabriski and seconded by Commissioner Scaturro. The meeting was opened at 8:50 P.M.

Item #24: Chairman Thulen added agenda item #24 authorizing the Attorney to write a letter to Federal Hill Risk Management cancelling the contract that expires on December 31, 2010.

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call, all Commissioners voted "Aye".

Adjournment



Dennis Salerno,
Secretary/Executive Director

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – DECEMBER 20, 2010

Present: Michael Thulen, Chairman
 John Zabriski, Vice-Chairman
 Rocco Sottarelli, Commissioner
 John Sansone, Commissioner
 Madeline Knight, Resident Commissioner

AGENDA ITEM #

MEETING DATE

11/31/11

Dennis Salerno, Executive Director
Terry Brady, Esq. HATB Legal Counsel
Nancy Nicholson, Service Coordinator

Absent: Paul Hayes, Commissioner
 Stephen S. Scaturro, Commissioner

Call To Order: Chairman Michael Thulen called the Regular Meeting of the Housing Authority of the Township of Brick to order at 7:30 P.M. at David M. Fried Community Room. He announced that this meeting was being held in accordance with the Open Public Meetings Act of the State of New Jersey (Sunshine Law) and adequate notice has been given.

Salute to
The Flag: Chairman Thulen led the assembly in the salute to the Flag.

Roll Call: Upon roll call, the following Commissioners answered present: Zabriski, Sottarelli, Sansone, Knight, and Chairman Thulen. Also present were Joe Coronato, Esq., Dennis Salerno, Executive Director, and Nancy Nicholson, Service Coordinator. Commissioners Scaturro and Hayes were absent.

Item #1: **Authorization by the Board of Commissioners to approve and accept minutes of meeting held on November 29, 2010.**

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

Item #2: **Authorization by the Board of Commissioners to approve for payment vouchers #22326 through #22368 and Direct Deposit D40800 through D41200, Operating Account, December, 2010.**

Motion to approve for payment vouchers #22326 through #22368 and Direct Deposit D40800 through D41200, Operating Account, December, 2010 was made by Commissioner Sansone and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #2A: **Authorization by the Board of Commissioners to approve for payment vouchers #22369 through #22378 and Direct Deposit D41300 through D41700, Operating Account, December, 2010.**

Motion to approve for payment vouchers #22369 through #22378 and Direct Deposit D41300 through D41700, Operating Account, December, 2010 was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call, all Commissioners voted "Aye".

Item #3: **Authorization by the Board of Commissioners to approve for payment vouchers #23964 through #24034 and Direct Deposit D1153 through D1226, Section 8 Account, December, 2010.**

Motion to approve for payment vouchers #23964 through #24034 and Direct Deposit D1153 through D1226, Section 8 Account, December, 2010 was made by Commissioner Sottarelli and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #4: **Authorization by the Board of Commissioners to approve for payment vouchers #3114 through #3118, Tenant Service Account, December, 2010.**

Motion to approve for payment vouchers #3114 through #3118, Tenant Service Account, December, 2010 was made by Commissioner Sansone and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #5: **Authorization by the Board of Commissioners to approve for payment vouchers #4083 through #4084, Capital Fund Account, December, 2010.**

Motion to approve for payment vouchers #4083 through #4084, Capital Fund Account, December, 2010 was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call, all Commissioners voted "Aye".

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

Mr. Salerno read the report for those present.

Item #7: **Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick approving the hiring of Michael Nilan as laborer with a starting salary of \$36,000.00**

Motion to hire Michael Nilan as laborer with a starting salary of \$36,000.00 was made by Commissioner Sansone and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye".

Item #8: **Tenant/Applicant Status Report.**

Mrs. Nicholson read the report for those present.

Item #9: Committee Reports

A. Building and Grounds Committee

Commissioner Zabriski read the report for those present.

B. Budget and Finance Committee

B-1: Budget Comparison Report

Chairman Thulen read the report for those present.

Item #10: Report of Attorney.

Mr. Brady said there are few issues that have to be discussed in closed session.

Item #11: New Business

No new business.

Item #12: Public Portion.

Flo Tillotson, George Conway resident wished the Board a Merry Christmas and Happy New Year. She also asked if Board member knew of anyone who had bookshelves they would like to donate, she would gladly take them for the library at George Conway.

Joe Lamb, a Brick resident said there was a woman who approached him regarding water leaking from her ceiling from the roof at Conway and he wanted to know if that was being addressed. Chairman Thulen, said that the roof on that particular wing will be replaced after the new year.

Public PortionContinued

Nancy Chase, George Conway resident had a complaint regarding her floor in her apartment. She explained that she fell twice in her apartment because there is a dip in the concrete under her carpet. Mr. Salerno said that he has spoken to the insurance company and that Nick Sesto had inspected the apartment and there in no visible problem with the floor. Ms. Chase presented a letter to the Board that she received from Mr. Salerno. Chairman Thulen said that the letter clearly states that the Housing Authority is trying to address the issue; however Ms. Chase would have to move. She refused to move. Chairman Thulen said he will make a visit to her apartment after the New Year so she can point out the problem.

Item #13: Resolution by the Board of Commissioners authorizing the meeting to be closed to the public for the purpose of discussing and/or reviewing matters exempt under the Public Open Meetings Act (P.L. #1975) in executive session.

Motion to close the meeting to the public and go into Executive Session for the purpose of discussing potential litigation was made by Commissioner Sansone and seconded by Commissioner Zabriski. Upon roll call, all Commissioners voted "Aye". The meeting was closed at 8:00 P.M.

Motion to open the meeting to the public was made by Commissioner Zabriski and seconded by Commissioner Sansone. The meeting was opened at 8:30 P.M.

Motion was made by Chairman Thulen and seconded by Commissioner Sansone to have a statement by Commissioner Zabriski incorporated into the minutes as record. Upon roll call, all Commissioners voted "Aye".

Statement of Commission Zabriski:

I felt compelled to compose and read the following at this December meeting for all to hear. As you all know we are in turbulent and trying times. Recently "HUD" has cut our funding by \$75,000.00 and most likely we will be cut more down the road. My recent trip to Atlantic City and Reno for conferences has forewarned of what lies ahead and the picture is not a good one. HUD continually proclaims that funding will be reduced as we head into the future. Many "Authorities" through-out the country (70%+) have subsidies to create additional revenue. We do not! Opportunities are there for us to capitalize on, and we just sit here doing nothing about it.

In the past I have brought up the subject of forming a non-profit to work with the "Authority" to give us potential revenue sources. We have the extra property to develop and preliminary work has been done regarding building additional units. The ideal situation would be to cater this project to "Veterans" as funding is available through many government sources. We have already been advised by our accountant the funds are available for start up costs and also that if not used can be recalled by "HUD". I have asked, on several occasions, our attorney to go forth with setting up a non-profit, but he consistently has done nothing about it! I wonder why? Next point I would like to bring attention to is the way our monthly meetings are run. As our By-Laws state, we are to run our meetings according to "Robert's Rules of Order". Well we do not. One example is that when something is to be tabled, the "Chairman" cannot just pull it off the agenda. Certain steps must be taken to do so. Last month's meeting minute's show there were three items tabled incorrectly! Also other items have been done wrong. An example that comes to mind, when we adopted a new "Travel Policy" an addendum was added that stated "Any travel over 150 miles must be approved by the Board". Again incorrectly added as per "Robert's Rules". I suggest that our "Legal Council" review all the minutes and resolutions dating back to when our Chairman took office to ascertain if everything has been done correctly and in proper form and order.

Everyone should try to attend some of these conferences, they are extremely important for supplying updated information and related matters. Also the networking involved is advantageous to the growth of the "Authority". For the Board to deny our "Executive Director" the opportunity to attend an important "Conference" is despicable and detrimental to our "Authority".

It seems that we as a group are not working together in harmony for the best interest of ourselves and duties we have been entrusted with. I have a very strong desire to work with everyone to do what's best for the "Authority, Tenants and those who rely on us to do so". I am here numerous times during the week to follow up on issues that are at hand and strive to do my best 100% of the time. Commissioners must "ALL" play a part and be involved! If anyone is just here for the "Fame and Glory" maybe it is time for them to step down and move on! There are many more issues I could bring up, but feel if we can straighten out the basics, everything else would fall into place and we can successfully bring all of our goals to a new level and out of the "Dark Ages". Remember, we are all here to do a "Job".

Thank you for the time and allowing me to voice my concerns. If anyone has any questions or would like to make a statement. Please speak up.

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Zabriski and seconded by Commissioner Sansone. Upon roll call, all Commissioners voted "Aye".

A handwritten signature in dark ink, appearing to read "Dennis Salerno", is written over a horizontal line.

Dennis Salerno,
Secretary/Executive Director

Adjournment