

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – JANUARY 28, 2013

Present: Stephen S. Scaturro, Chairman
 Edward Kiesche, Vice-Chairman
 Allure Cawley, Resident Commissioner
 John Catalano, Commissioner
 Michael Thulen Jr., Commissioner
 Stanley Schick, Commissioner

AGENDA ITEM #

MEETING DATE

1
2/25/13

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

Absent: Paul Hayes, Commissioner

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

**Salute to
The Flag:**

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

Roll Call:

Upon roll call, the following Commissioners answered present: Schick, Thulen, Cawley, Catalano, Vice-Chairman Kiesche and Chairman Scaturro. Also present were Terry Brady, Esq., Anthony Matthews, Assistant Executive Director and Nancy Nicholson, Service Coordinator.

Chairman Scaturro welcomed Councilwoman Lydecker.

Item #1: **Authorization by the Board of Commissioners to approve and accept minutes of meeting held on December 17, 2012.**

There being no additions, deletions or corrections on motion by Commissioner Kiesche and seconded by Commissioner Catalano, 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 #23705 through #23763 and Direct Deposit D74900 through D76000, Operating Account, January, 2013.**

Motion to approve for payment vouchers #23705 through #23763 and Direct Deposit D74900 through D76000, Operating Account was made by Commissioner Catalano and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

Item #2A: **Authorization by the Board of Commissioners to approve for payment vouchers #23764 through #23771 and Direct Deposit D76101 through D76601, Operating Account, January, 2013.**

Motion to approve for payment vouchers #23764 through #23771 and Direct Deposit D76101 through D76601, Operating Account was made by Commissioner Thulen and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

Item #3: **Authorization by the Board of Commissioners to approve for payment vouchers #25773 through #25833 and Direct Deposit D3078 through D3148, Section 8 Account, January, 2013.**

Motion to approve for payment vouchers #25773 through #25833 and Direct Deposit D3078 through D3148, Section 8 Account was made by Commissioner Catalano and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

Item #4: **Authorization by the Board of Commissioners to approve for payment vouchers #2170 through #2171, Tenant Security Refund Account, January, 2013.**

Motion to approve for payment vouchers #2170 through #2171, Tenant Security Refund Account was made by Commissioner Kiesche 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 #3123, Tenant Service Account, December, 2012.**

Motion to approve for payment voucher #3123, Tenant Service Account was made by Commissioner Catalano and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

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

Mr. Matthews read his report for those present. Commissioner Catalano enjoyed the holiday breakfast and thanked Mr. Matthews and his staff for a job well done. He also thanked Jim and Donna Stump of the organization "Friends of Brick" for all the sweat shirts and blankets that they handed out to all the tenants. Chairman Scaturro also thought it was a very nice event. Mr. Matthews thanked his staff, the Commissioners who attended and the Rainbow Diner for the food.

Item #7: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick Establishing Flat Rents and permitting the residents to elect payment of either Flat Rent or Income Based Rent for their unit.

Motion to approve the Housing Authority of the Township of Brick to establish flat rents and permitting the residents to elect payment of either flat rent or income based rent for their unit was made by Commissioner Thulen and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

Item #8: Resolution by the Board of commissioners of the Housing Authority of the Township of Brick to appoint Anthony Matthews as Fund Commissioner for the Joint Insurance Fund for this Authority.

Motion to appoint Anthony Matthews as Fund Commissioner for the Joint Insurance Fund for this Authority was made by Commissioner Catalano and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

Item #9: Tenant/Applicant Status Report.

None to report.

Item #10: Committee Reports

A. Building and Grounds Committee

Commissioner Schick read the report for those present.

**B. Budget and Finance Committee
B1. Budget Comparison Report**

Commissioner Thulen read the reports for those present.

Item #11: Tenant Comments.

None to report.

Item #12: Report of Attorney.

Mr. Brady said he had a few issues that he would like to enter into closed session to discuss pertaining to possible litigation and personnel issues.

Item #13: New Business

None to report.

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 possible litigation and personnel issues was made by Commissioner Thulen and seconded by Commissioner Kiesche. 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 Kiesche and seconded by Commissioner Thulen. The meeting was opened at 8:27 P.M

Commissioner Catalano made a motion to approve the resolution of hiring Michelle Rosenthal as part time clerk typist at the rate of \$17.82 per hour in accordance with the Union Contract. Commissioner Kiesche seconded the motion. Upon roll call all Commissioners voted "Aye"

Item #14: Public Portion.

None to report

There being no further business to be brought before the Commissioners, motion to adjourn was made by Chairman Scaturro and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 8:30PM.

Anthony Matthews
Secretary/Assistant Executive Director

Adjournment

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – FEBRUARY 25, 2013

Present: Stephen S. Scaturro, Chairman
 Edward Kiesche, Vice-Chairman
 Allure Cawley, Resident Commissioner
 Paul Hayes, Commissioner
 Michael Thulen Jr., Commissioner
 Stanley Schick, Commissioner

AGENDA ITEM #

MEETING DATE

1
3/26/13

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

Absent: John Catalano, Commissioner

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

**Salute to
The Flag:**

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

Roll Call:

Upon roll call, the following Commissioners answered present: Schick, Thulen, Cawley, Hayes, Vice-Chairman Kiesche and Chairman Scaturro. Also present were Terry Brady, Esq., Anthony Matthews, Assistant Executive Director and Nancy Nicholson, Service Coordinator.

Plaque Presentation:

Chairman Scaturro presented Commissioner Michael Thulen Jr. with a plaque of dedication for his time served on the Board of Commissioners for the Housing Authority of the Township of Brick. Commissioner Thulen thanked the staff and the Board and said it was a great privilege to be part of this Housing Authority. Chairman Scaturro made mention that Commissioner Thulens term expires on March 14, 2013 and this would be his last meeting.

Item #1: **Authorization by the Board of Commissioners to approve and accept minutes of meeting held on January 28, 2013.**

There being no additions, deletions or corrections on motion by Commissioner Kiesche and seconded by Commissioner Thulen, the minutes were accepted as submitted. Upon roll call, all Commissioners Schick, Thulen, Cawley, Vice-Chairman Kiesche and Chairman Scaturro voted "Aye". Commissioner Hayes abstained since he was absent from this meeting.

Item #2: **Authorization by the Board of Commissioners to approve for payment vouchers #23772 through #23815 and Direct Deposit D80400 through D81000, Operating Account, February, 2013.**

Motion to approve vouchers #23772 through #23815 and Direct Deposit D80400 through D81000, Operating Account was made by Commissioner Hayes and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye".

Item #2A: **Authorization by the Board of Commissioners to approve for payment vouchers #23816 through #23821 and Direct Deposit D81101 through D81701, Operating Account, February, 2013.**

Motion to approve for payment vouchers #23816 through #23821 and Direct Deposit D81101 through D81701, Operating Account was made by Commissioner Kiesche and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye".

Item #3: **Authorization by the Board of Commissioners to approve for payment vouchers #25834 through #25900 and Direct Deposit D3149 through D3220, Section 8 Account, February, 2013.**

Motion to approve for payment vouchers #25834 through #25900 and Direct Deposit D3149 through D3220, Section 8 Account was made by Commissioner Kiesche and seconded by Commissioner Hayes. Upon roll call, all Commissioners voted "Aye".

Item #4: **Authorization by the Board of Commissioners to approve for payment vouchers #2172 through #2173, Tenant Security Refund Account, February, 2013.**

Motion to approve for payment vouchers #2172 through #2173, Tenant Security Refund Account was made by Commissioner Kiesche and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye".

Item #5: **Report of Executive Director**

Mr. Matthew read his report for those present.

Item #6: **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 Thulen and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #7: **Resolution by the Board of commissioners of the Housing Authority of the Township of Brick to adopt corrective action plan for the June 30th, 2012 audit findings.**

Motion to adopt corrective action plan for the June 30, 2012 audit findings was made by Commissioner Kiesche and seconded by Commissioner Hayes. Mr. Matthews explained why this was being done as a resolution. Upon roll call, all Commissioners voted "Aye".

Item #8: **Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick to adopt the Housing Choice Voucher Program's Utility Allowances and other services.**

Motion to adopt the Housing Choice Voucher Program's Utility Allowances and other services was made by Commissioner Thulen and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

Item #9: **Tenant/Applicant Status Report.**

None to report for the month of February.

Item #10: **Committee Reports**

A. Building and Grounds Committee

Commissioner Schick read the report for those present.

B. Budget and Finance Committee

B1. Budget Comparison Report

Commissioner Thulen read the reports for those present.

Item #11: **Tenant Comments.**

Several residents at Forge Pond complained about illegal drug use, vandalism, limited parking spaces and residents who have people living with them, in the Forge Pond building. Mr. Matthews said informed the Board that he is aware of the complaints and that he would discuss in closed session what his course of action is regarding these issues.

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

Mr. Brady said he had a few issues that he's been working with Mr. Matthews on and those issues will be discussed in closed session.

Item #13: New Business

Mr. Matthews thanked the Township for all their support and shared service agreements during the storms. He also mentioned that he is looking into money saving energy measures and he will keep the Board apprise.

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.

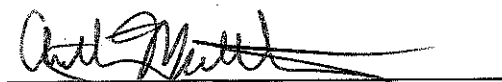
Motion to close the meeting to the public and go into Executive Session for the purpose of discussing possible litigation and personnel issues was made by Commissioner Thulen and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye". The meeting was closed at 8:08 P.M.

Motion to open the meeting to the public was made by Commissioner Kiesche and seconded by Commissioner Thulen. The meeting was opened at 8:42 P.M

Item #15 : Public Portion.

None to report

There being no further business to be brought before the Commissioners, motion to adjourn was made by Chairman Scaturro and seconded by Commissioner Thulen. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 8:45PM.



Anthony Matthews
Secretary/Assistant Executive Director

Adjournment

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

Present: Edward Kiesche, Vice-Chairman
 John Catalano, Commissioner
 Allure Cawley, Resident Commissioner
 Paul Hayes, Commissioner
 Stanley Schick, Commissioner

AGENDA ITEM #

MEETING DATE

4/29/13

Anthony Matthews, Assistant Executive Director
Kim Pascarella, Esq. HATB Legal Counsel
Nancy Nicholson, Service Coordinator

Absent: Stephen Scaturro, Chairman
 Kim Terebush, Commissioner

Call To Order: Vice-Chairman Kiesche called the Regular Meeting of the Housing Authority of the Township of Brick to order at 7:30 P.M. at the David 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:

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

Roll Call:

Upon roll call, the following Commissioners answered present: Schick, Cawley, Hayes, Catalano and Vice-Chairman Kiesche. Also present were Kim Pascarella, Esq., Anthony Matthews, Assistant Executive Director and Nancy Nicholson, Service Coordinator.

Item #1: Authorization by the Board of Commissioners to approve and accept minutes of meeting held on February 25, 2013.

There being no additions, deletions or corrections on motion by Commissioner Schick and seconded by Commissioner Hayes, the minutes were accepted as submitted. Upon roll call, Commissioners Schick, Cawley, Hayes, and Vice-Chairman Kiesche voted "Aye". Commissioner Catalano abstained since he was absent from this meeting.

Item #2: Authorization by the Board of Commissioners to approve for payment vouchers #23822 through #23856 and Direct Deposit D82500 through D83100, Operating Account, March, 2013.

Motion to approve for payment vouchers #23822 through #23856 and Direct Deposit D82500 through D83100, Operating Account was made by Commissioner Catalano and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #2A: Authorization by the Board of Commissioners to approve for payment vouchers #23857 through #23863 and Direct Deposit D83200 through D83800, Operating Account, March, 2013.

Motion to approve for payment vouchers #23857 through #23863 and Direct Deposit D83200 through D83800, Operating Account was made by Commissioner Catalano and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #3: **Authorization by the Board of Commissioners to approve for payment vouchers #25901 through #25963 and Direct Deposit D3221 through D3291, Section 8 Account, March, 2013.**

Motion to approve for payment vouchers #25901 through #25963 and Direct Deposit D3221 through D3291, Section 8 Account was made by Commissioner Hayes and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #4: **Authorization by the Board of Commissioners to approve for payment vouchers #2174 through #2177, Tenant Security Refund Account, March, 2013.**

Motion to approve for payment vouchers #2174 through #2177, Tenant Security Refund Account was made by Commissioner Catalano and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #5: **Authorization by the Board of Commissioners to approve for payment vouchers #4121 through #4122, Capital Fund Program, March, 2013.**

Motion to approve for payment vouchers #4122 through #4122, Capital Fund Program was made by Commissioner Hayes and seconded Schick. Upon roll call, Commissioners Hayes, Cawley and Vice-Chairman Kiesche voted "Aye". Commissioners Catalano and Schick voted "Aye" on all except voucher #4122 which they both abstained on.

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

Mr. Matthews read his report for those present. Commissioner Catalano asked about security cameras for Forge Pond. Mr. Matthews explained he is getting price quotes for that project. Commissioner Cawley wanted to know how often the vents were cleaned in the hallways. Mr. Matthews said that maintenance has worked that into a routine maintenance task and that it should be done shortly.

Item #7: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing salary increase for Anthony Matthews, Assistant Executive Director.

Commissioner Catalano made a motion authorizing a salary increase of 3.5% (\$2,275.00) to Anthony Matthews, Assistant Executive Director effective July 1, 2012. Commissioner Hayes seconded the motion. Upon roll call, all Commissioners voted "Aye". Mr. Matthews thanked the Board.

Item #8: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing the settlement of the Contractors surety's claim regarding the contract balance on the David M. Fried roof project.

Motion authorizing the settlement of the Contractors surety's claim regarding the contract balance on the David M. Fried roof project was made by Commissioner Catalano and seconded by Commissioner Schick. Mr. Matthews gave an explanation as to why this was being done and a brief discussion followed. Upon roll call, all Commissioners voted "Aye".

Item #9: Tenant/Applicant Status Report.

Ms. Nicholson read the report for those present

Item #10: Committee Reports

A. Building and Grounds Committee

Commissioner Schick read the report for those present

B. Budget and Finance Committee

B1. Budget Comparison Report

Mr. Matthews read the report for those present.

Item #11: Tenant Comments.

Council President to the Township Bob Moore asked Mr. Matthews if he looked into getting new generators and suggested that the Housing Authority look into an Emergency fund in case of a major storm. Mr. Matthews said that it is a good suggestion and he will discuss with building and grounds, accountant and consultant.

Item #12: Report of Attorney.

None to report

Item #13: New Business

None to report


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.

There was no need to go into executive session however Vice-Chairman Kiesche asked for a motion to a Resolution which will be stamped Item #16 for the record which is to create a position of book keeper and a starting salary of \$32,000.00. Motion to approve was made by Commissioner Hayes and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye"

Item #15 : Public Portion.

None to report

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Hayes and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 8:11PM.

A handwritten signature in black ink, appearing to read 'Anthony Matthews', written over a horizontal line.

Anthony Matthews
Secretary/Assistant Executive Director

Adjournment

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – APRIL 29, 2013

Present: Stephen Scaturro, Chairman
 Edward Kiesche, Vice-Chairman
 John Catalano, Commissioner
 Stanley Schick, Commissioner
 Kim Terebush, Commissioner

AGENDA ITEM #

MEETING DATE

5/28/13

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

Absent: Paul Hayes, Commissioner
 Allure Cawley, Resident Commissioner

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

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

Roll Call: Upon roll call, the following Commissioners answered present: Schick, Terebush, Catalano, Vice-Chairman Kiesche and Chairman Scaturro. Also present were Terry Brady, Esq., Anthony Matthews, Assistant Executive Director and Nancy Nicholson, Service Coordinator.

Item #1: Authorization by the Board of Commissioners to approve and accept minutes of meeting held on March 26, 2013.

There being no additions, deletions or corrections on motion by Commissioner Catalano and seconded by Commissioner Kiesche, the minutes were accepted as submitted. Upon roll call, Commissioners Schick, Catalano and Vice-Chairman Kiesche voted "Aye". Commissioner Terebush and Chairman Scaturro abstained since they were absent from this meeting.

Item #2: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick Authorizing the Settlement of the Contractor's Surety's Claim regarding the Contract Balance on the David M. Fried Roof Project.

Mr. Brady informed the Board that this is the same resolution from last month; however, there was a typo discrepancy in the one that was presented last month, so this is the corrected resolution. Motion to approve was made by Commissioner Catalano and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

Item #3: Authorization by the Board of Commissioners to approve for payment vouchers #23864 through #23912 and Direct Deposit D83900 through D85300, Operating Account, April, 2013.

Motion to approve vouchers #23864 through #23912 and Direct Deposit D83900 through D85300, Operating Account was made by Commissioner Catalano and seconded by Commissioner Kiesche. Commissioner Catalano asked for clarification on the vouchers for Fire and Security. Mr. Matthews said there were several calls and the voucher is a combined voucher, however he will check with Kathy for a more detailed explanation. He also mentioned that he is currently working on a new bid for the monitoring, smoke detectors, all call system and directory which is currently maintained by Fire and Security. Upon roll call, all Commissioners voted "Aye".

Item #4: **Authorization by the Board of Commissioners to approve for payment vouchers #25964 through #26027 and Direct Deposit D3292 through D3360, Section 8 Account, April, 2013.**

Motion to approve for payment vouchers #25964 through #26027 and Direct Deposit D3292 through D3360, Section 8 Account, was made by Commissioner Catalano and Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

Item #5: **Authorization by the Board of Commissioners to approve for payment vouchers #2178 through #2179, Tenant Security Refund Account, April, 2013.**

Motion to approve for payment vouchers #2178 through #2179, Tenant Security Refund Account was made by Commissioner Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #6: **Authorization by the Board of Commissioners to approve for payment vouchers #4123 through #4124, Capital Fund Program, April, 2013.**

Motion to approve for payment vouchers #4123 through #4124, Capital Fund Program was made by Commissioner Schick and seconded by Commissioner Terebush. Upon roll call, all Commissioners voted "Aye".

Item #7: **Report of Executive Director**

Mr. Matthews read his report for those present and noted the several bids that we will be going out to bid for. Commissioner Schick asked about the bids that we are going out for the Fire Doors. Mr. Matthews explained the bidding threshold and how certain bids are solicited while some are advertised in the paper. Chairman Scaturro said he would like to receive a copy of all bids that go out from this day forward.

Item #8: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick approving the introduction to the HATB Annual Budget and Capital Budget (FY 2013/2014)

Thomas Furlong, CPA for the Housing Authority was present to discuss the Authority's July 1, 2013 through June 30th 2014 operating budget. Mr. Furlong explained that there were two resolutions on the agenda for consideration. The first resolution was for the introduction of the New Jersey State Budget. Upon the Boards approval the budget will be sent to the New Jersey Department of Community Affairs for review. The DCA will return the budget to the Authority with any recommended changes and the Board can adopt it at their June Commissioners meeting. The seconded resolution is for the HUD budget that is required for asset management. That budget only includes the 266 public housing units and will be sent to HUD upon approval by the Board. Mr. Furlong stated the budget was a breakeven budget in spite of the expected decrease in HUD subsidy. Mr. Furlong also explained the affects of sequestration on the budget. Mr. Furlong also stated the reserves for the Authority were very healthy and were sufficient to meet any shortfall that may arise during the year. The only significant change in expenses was a decrease in administrative salaries due to the upcoming retirement of one of the Authority's long time employees. Motion to approve the introduction of the HATB Annual Budget and Capital Budget (FY 2013/2014) was made by Commissioner Catalano and seconded by Commissioner Schick. 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 the adoption of the Public Housing Operating Budget.

Motion to approve the adoption of the Public Housing Operating Budget was made by Commissioner Kiesche and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

Item #10: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick to reject all responses received for Security Cameras at the Forge Pond Complex.

Mr. Matthews explained that he has made changes to specifications to add more cameras and that he would like all bid proposals received to be rejected and he will advertise in the paper. Chairman Scaturro said he would like this to be treated as a priority. Mr. Matthews agreed. Motion to reject all responses received for Security Cameras at the Forge Pond Complex was made by commissioner Catalano and seconded by Commissioner Schick. 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 the prior resolution of the creation of position Bookkeeper and appointing Rhoda Li, to full time position of Bookkeeper.

Motion to approve the hiring of Rhoda Li to the full time position of Bookkeeper was made by Commissioner Catalano and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

Item #12: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick amending the Authority's Pet Policy.

Motion to amend the Housing Authority's Pet Policy to eliminate the \$25.00 non refundable fee was made by Commissioner Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye". Mr. Brady took the opportunity to make the Board aware that a letter was received from an Attorney in regards to John Bauer a resident of George Conway. Mr. Bauer is blind and has a service dog. Mr. Brady pointed out that it would be in the best interest of the Authority to refund Mr. Bauer his security deposit for the service dog rather than get caught up in a law suit. There was a lengthy discussion amongst the Board. Chairman Scaturro said he would like this matter tabled until the Board can review it further and get more facts on the situation, therefore refunding Mr. Bauer's deposit has been put on hold.

Item #13: Tenant/Applicant Status Report.

Mrs. Nicholson read the report for those present.

Item #14: Committee Reports

A. Building and Grounds Committee

Commissioner Schick read the report for those present.

B. Budget and Finance Committee

B1. Budget Comparison Report

Chairman Scaturro read both reports for those present.

Item #15: Tenant Comments.

Peter Dunne, George Conway resident thanked Mr. Matthews for always being available, even on the weekends.

Alice Albright, David Fried resident asked about the windows that are being installed at David Fried. Mr. Matthews gave a brief description of the project.

Item #16: Report of Attorney.

None to report.

Item #17: New Business

Under new business, Mr. Matthews said the Board needs to vote on a resolution regarding certification of Commissioners and Executive Director for DCA.

Motion to approve for Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick certifying Commissioners and Executive Director Compliance with appointment and training requirements was made by Commissioner Kiesche and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

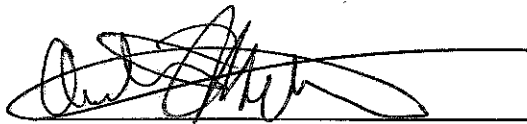
Item #18: Resolution by the Board of Commissioners authorizing the meeting to be closed to the public for the purpose of discussing and/or reviewing matters exempt under the Public Open Meetings Act (P.L. #1975) in executive session.

No need for Executive Session.

Item #19: Public Portion.

None to report

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Kiesche and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 8:45PM.

A handwritten signature in dark ink, appearing to read 'Anthony Matthews', is written over a horizontal line.

Anthony Matthews
Secretary/Assistant Executive Director

Adjournment

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – MAY 28, 2013

Present: Edward Kiesche, Vice-Chairman
 Paul Hayes, Commissioner
 Stanley Schick, Commissioner
 Kim Terebush, Commissioner

AGENDA ITEM # 1

MEETING DATE 6/25/13

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

Absent: Stephen Scaturro, Chairman
 John Catalano, Commissioner
 Allure Cawley, Resident Commissioner

Call To Order: Vice-Chairman Kiesche called the Regular Meeting of the Housing Authority of the Township of Brick to order at 7:30 P.M. at the David 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:** Vice-Chairman Kiesche led the assembly in the salute to the Flag.

Roll Call: Upon roll call, the following Commissioners answered present: Terebush, Hayes, and Vice-Chairman Kiesche. Also present were Terry Brady, Esq., Anthony Matthews, Assistant Executive Director and Nancy Nicholson, Service Coordinator. Commissioner Stanley was running late and would arrive shortly.

Assistant Director Anthony Matthews suggested to the Board that while we wait for Commissioner Schick we start the meeting with Tenant Comments. Vice-Chairman Kiesche opened the floor for any resident wishing to address the Board.

Item #11: Tenant Comments

Mabel Gurski, Forge Pond resident wanted to thank Mr. Matthews for all he has done and all he is proposing to do.

Carmene Rowe, David Fried resident asked for a description of the air conditioner that the Authority was offering to the David Fried residents. Mr. Matthews gave a description of the unit that would be made available to the residents of David Fried.

Item #6: Report of Executive Director

Mr. Matthews read his report for those present. Commissioner Schick arrived at 7:45PM. during Mr. Matthews report.

Item #1: Authorization by the Board of Commissioners to approve and accept minutes of meeting held on April 29, 2013.

There being no additions, deletions or corrections on motion by Commissioner Terebush and seconded by Commissioner Schick, the minutes were accepted as submitted. Upon roll call, Commissioners Schick, Terebush and Vice-Chairman Kiesche voted "Aye". Commissioner Hayes abstained since he was absent from this meeting.

Item #2: Authorization by the Board of Commissioners to approve for payment vouchers #23913 through #23961 and Direct Deposit D85400 through D86700, Operating Account, May, 2013.

Motion to approve payment vouchers #23913 through #23961 and Direct Deposit D85400 through D86700, Operating Account, was made by Commissioner Hayes and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #3: **Authorization by the Board of Commissioners to approve for payment vouchers #26028 through #26085 and Direct Deposit D3361 through D3431, Section 8 Account, May, 2013.**

Motion to approve for payment vouchers #26028 through #26085 and Direct Deposit D3361 through D3431, Section 8 Account was made by Commissioner Hayes and seconded by Commissioner Terebush. Upon roll call, all Commissioners voted "Aye".

Item #4: **Authorization by the Board of Commissioners to approve for payment vouchers #2180 through #2183, Tenant Security Refund Account, May, 2013.**

Motion to approve for payment vouchers #2180 through #2183, Tenant Security Refund was made by Commissioner Terebush 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 #4125 through #4127, Capital Fund Program, May, 2013.**

Motion to approve for payment vouchers #4125 through #4127, Capital Fund Program was made by Commissioner Terebush and seconded by Vice-Chairman Kiesche. Upon roll call, all Commissioners voted "Aye".

Item #7: **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, 2013.**

Motion authorizing award of contract for an independent public audit for fiscal year ending June 30, 2013 to Fallon & Larson, LLP, of Toms River, New Jersey was made by Commissioner Terebush and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #8: **Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick to refund pet security to John Bauer.**

Motion authorizing a refund of pet security deposit to John Bauer, a George Conway resident was made by Commissioner Terebush and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #9: **Tenant/Applicant Status Report.**

Ms. Nicholson read the report for those present.

Item #10: **Committee Reports**

A. Building and Grounds Committee

Commissioner Schick read the report for those present.

B. Budget and Finance Committee

B1. Budget Comparison Report

Vice-Chairman Kiesche read the report for those present.

Item #12: **Report of Attorney**

Mr. Brady said he was working on reviewing some bids that have come in and pending eviction notices that Mr. Matthews had ask for. Other than that he has nothing new to report.

Item #13: **New Business**

None

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.

None

Item #15: Public Portion.

None to report

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Hayes and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 8:15PM.

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

Anthony Matthews
Secretary/Assistant Executive Director

Adjournment

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS
RE-ORGANIZATIONAL MEETING – JUNE 25, 2013

Present:

Stephen S. Scaturro, Chairman
Edward Kiesche., Vice-Chairman
Paul Hayes, Commissioner
John Catalano, Commissioner
Stanley Schick, Commissioner
Kim Terebush, Commissioner
Allure Cawley, Resident Commissioner

AGENDA ITEM #

MEETING DATE

1
7/29/13

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

Call To Order: Chairman Scaturro, called the Re-Organizational Meeting of the Housing Authority of the Township of Brick to order at 6:30 P.M. at David M. Fried Community Room. He announced that this meeting was being held in accordance with the Open Public Meetings Act of the State of New Jersey (Sunshine Law) and adequate notice has been given.

**Salute to
The Flag:**

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

Roll Call:

Upon roll call, the following Commissioners answered present: Kiesche, Schick, Hayes, Catalano, Terebush and Chairman Scaturro. Also present were Terry Brady, Esq., Anthony Matthews, Assistant Executive Director, and Nancy Nicholson, Service Coordinator. Commissioner Cawley was late and arrived at 6:40P.M.

Item #1: Election of Officers (July 1, 2013 – June 30, 2014).

Chairman Scaturro turned the meeting over to the Secretary, Mr. Matthews, for the purpose of conducting election of officers.

Election of Chairman:

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

Commissioner Schick nominated Commissioner Hayes for the position of Chairperson. Commissioner Terebush seconded this nomination. Commissioner Catalano nominated Commissioner Scaturro for the position of Chairperson. Commissioner Kiesche seconded the nomination.

Upon roll call, for Commissioner Hayes to be elected as Chairman, Commissioners Schick, Terebush and Hayes voted "Aye". Commissioners Kiesche, Catalano and Scaturro voted "No".

Upon roll call for Commissioner Scaturro to be elected as Chairman, Commissioners Kiesche, Catalano and Scaturro voted "Aye". Commissioners Schick, Terebush, and Hayes voted "No".

Mr. Brady said due to the split vote nothing changes, however nominations can be re-visited when Commissioner Cawley is present.

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

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

Election of Vice-Chairman:

Commissioner Catalano nominated Commissioner Ed Kiesche for the position of Vice-Chairperson. Commissioner Hayes seconded this nomination.

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

Upon roll call for the nomination of Commissioner Ed Kiesche 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.

Motion authorizing Duly Elected Officers to sign checks was made by Commissioner Catalano and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye". Chairman Scaturro said there was no need to do agenda item #2A, since nothing has changed.

Commissioner Cawley arrived at 6:40PM and Commissioner Hayes asked for a re-vote on Chairman since there was now a full Board present.

Mr. Matthews asked Commissioner Cawley for a vote on the election of Chairman for Commissioner Hayes. Commissioner Cawley voted "Aye" on Commissioner Hayes for Chairman and "No" on the vote for Commissioner Scaturro for Chairman. Commissioners Scaturro and Hayes switched seats and Chairman Hayes thanked the Board, staff and those present for their support over the years.

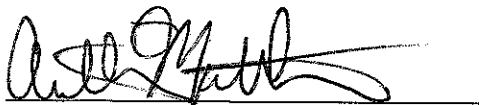
Item #2A: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing Duly Elected Officers to sign checks. (includes signature of Assistant Executive Director)

Chairman Hayes asked for a vote authorizing the Assistant Executive Director Tony Matthews to be an authorized signature on checks. Motion was made by Vice-Chairman Kiesche and seconded by Commissioner Schick. Upon roll call, Commissioners Cawley, Kiesche, Schick and Chairman Hayes voted "Aye". Commissioners Scaturro, Terebush and Catalano voted "No".

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 with a 5 minute recess was made by Commissioner Kiesche and seconded by Commissioner Terebush. The Re-Organization Meeting adjourned at 6:55 P.M. Upon roll call, all Commissioners voted "Aye".

Adjournment

A handwritten signature in black ink, appearing to read 'Anthony Matthews', written over a horizontal line.

Anthony Matthews,
Secretary/Assistant Executive Director

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – JUNE 25, 2013

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

AGENDA ITEM # 7/29/13
MEETING DATE 7/29/13

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

Call To Order: Chairman Hayes called the Regular Meeting of the Housing Authority of the Township of Brick to order at 7:00 P.M. at the David 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 Hayes led the assembly in the salute to the Flag.

Roll Call: Upon roll call, the following Commissioners answered present: Scaturro, Terebush, Schick, Cawley, Catalano, Vice-Chairman Kiesche and Chairman Hayes. Also present were Terry Brady, Esq., Anthony Matthews, Assistant Executive Director and Nancy Nicholson, Service Coordinator.

Item #1: Authorization by the Board of Commissioners to approve and accept minutes of meeting held on May 28, 2013.

There being no additions, deletions or corrections on motion by Vice-Chairman Kiesche and seconded by Commissioner Schick, the minutes were accepted as submitted. Upon roll call, Commissioners Schick, Terebush, Scaturro, Vice-Chairman Kiesche and Chairman Hayes voted "Aye". Commissioners Catalano and Cawley abstained since they were absent from this meeting.

Item #2: Authorization by the Board of Commissioners to approve for payment vouchers #23692 through #24011 and Direct Deposit D86800 through D88300, Operating Account, June, 2013.

Motion to approve for payment vouchers #23692 through #24011 and Direct Deposit D86800 through D88300, Operating Account, was made by Vice-Chairman Kiesche and seconded by Commissioner Terebush. Upon roll call, all Commissioners voted "Aye".

Item #2A: Authorization by the Board of Commissioners to approve for payment vouchers #24012 through #24017, Operating Account, June, 2013.

Motion to approve for payment vouchers #24012 through #24017, Operating Account, was made by Vice-Chairman Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #3: Authorization by the Board of Commissioners to approve for payment vouchers #26086 through #26147 and Direct Deposit D3432 through D3501, Section 8 Account, June, 2013.

Motion to approve for payment vouchers #26086 through #26147 and Direct Deposit D3432 through D3501, Section 8 Account was made by Commissioner Kiesche and seconded by Commissioner Terebush. Upon roll call, all Commissioners voted "Aye".

Item #4: **Authorization by the Board of Commissioners to approve for payment vouchers #2184 through #2186, Tenant Security Refund Account, June, 2013.**

Motion to approve for payment vouchers #2184 through #2186, Tenant Security Refund Account, was made by Commissioner Terebush and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #5: **Authorization by the Board of Commissioners to approve for payment vouchers #4128 through #4129, Capital Fund Program, June, 2013.**

Motion to approve for payment vouchers #4128 through #4129, Capital Fund Program, was made by Commissioner Kiesche and seconded by Commissioner Terebush. Upon roll call, all Commissioners voted "Aye".

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

Mr. Matthews read his report for those present. He mentioned how important it is to award a contract for window replacement tonight so that the project money is obligated before the deadline.

Item #7: **Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick adopting the HATB Annual Budget and Capital Budget (FY 2013/2014)**

Motion to adopt the HATB Annual Budget and Capital Budget (FY 2013/2014) was made by Commissioner Schick and seconded by Vice-Chairman Kiesche. Upon roll call, all Commissioners voted "Aye."

Item #8: **Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing execution of contract for Administrative Legal Services for period of July 1, 2013 through June 30, 2014.**

Motion authorizing the execution of contract for Administrative Legal Services to the firm of Brady & Kunz, PC, of Toms River, New Jersey for the period of July 1, 2013 through June 30, 2014 was made by Commissioner Kiesche. Commissioner Scaturro seconded the motion. 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 contract for Fee Account services for the period July 1, 2013 through June 30, 2014.**

Motion authorizing the execution of contract for Fee Account Services to Thomas Furlong, of Morganville, New Jersey for the period July 1, 2013 through June 30, 2014 was made by Commissioner Scaturro and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #10: **Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick awarding a contract for the Conway & Fried Parking Lot Repaving Project to C.J. Hesse Inc.**

Motion to award a contract for the Conway and David Fried Parking Lot Repaving Project to C.J. Hesse Inc., in the amount of \$178,780.00 was made by Commissioner Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #11: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick rejecting all bids and authorizing the receipt of new bids for the replacement of windows at the David Fried Complex.

Mr. Brady said he reviewed all the bids that were received and the apparent low bidder submitted a bid without consent of surety, the second low bidder did not comply with the Authority's bid specifications, therefore it is his recommendation that the Board reject all bids and re-bid the project. Mr. Matthews added that it is very important that this contract be awarded tonight, so we don't lose our capital money. There was a lengthy conversation regarding the time frame needed to re-bid this project. Chairman Hayes said he agrees with the Attorneys recommendation. Motion to reject all bids received and rebid for this project was made by Commissioner Kiesche and seconded by Commissioner Schick. 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 write-off of accounts receivable for prior tenants who ceased tenancy with amounts still due the Authority.

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

Item #13: Tenant/Applicant Status Report.

Ms. Nicholson read the report for those present.

Item #14: Committee Reports

A. Building and Grounds Committee

Ms. Nicholson read the report for those present.

B. Budget and Finance Committee

B1. Budget Comparison Report

Commissioner Scaturro read the Budget and Finance report and the comparison report for those present.

Item #15: Tenant Comments.

None

Item #16: Report of Attorney.

Mr. Brady thanked the Board for reappointing the Brady & Kunz Firm for another year.

Item #17: New Business

Chairman Hayes reviewed with the Board future Board dates for the upcoming year. A resolution would be drafted and presented at the next Board meeting, along with committee assignments and seating arrangements.

Item #18: Resolution by the Board of Commissioners authorizing the meeting to be closed to the public for the purpose of discussing and/or reviewing matters exempt under the Public Open Meetings Act (P.L. #1975) in executive session.

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Catalano and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 8:30PM.



Anthony Matthews
Secretary/Assistant Executive Director

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – JULY 29, 2013

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

AGENDA ITEM #

MEETING DATE

1
8/20/13

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

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

Salute to
The Flag:

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

Roll Call:

Upon roll call, the following Commissioners answered present: Terebush, Schick, Cawley, Catalano, Vice-Chairman Kiesche and Chairman Hayes. Also present were Terry Brady, Esq., Anthony Matthews, Assistant Executive Director and Nancy Nicholson, Service Coordinator. Commissioner Scaturro arrived at 7:25pm.

Item #1: **Authorization by the Board of Commissioners to approve and accept minutes of the re-organizational meeting held on June 25, 2013.**

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

Item #2: **Authorization by the Board of Commissioners to approve and accept minutes of the regular meeting held on June 25, 2013.**

There being no additions, deletions or corrections on motion by Commissioner Schick and seconded by Commissioner Terebush, 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 #24018 through #24065 and Direct Deposit D89200 through D92400, Operating Account, July, 2013.**

Motion to approve for payment vouchers #24018 through #24065 and Direct Deposit D89200 through D92400, Operating Account was made by Commissioner Kiesche and seconded by Commissioner Terebush. Upon roll call, all Commissioners voted "Aye".

Item #4: **Authorization by the Board of Commissioners to approve for payment vouchers #26148 through #26210 and Direct Deposit D3502 through D3571, Section 8 Account, July, 2013.**

Motion to approve for payment vouchers #26148 through #26210 and Direct Deposit D3502 through D3571, Section 8 Account, was made by Commissioner Schick and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

Item #5: **Authorization by the Board of Commissioners to approve for payment vouchers #2187 through #2190, Tenant Security Refund Account, July, 2013.**

Motion to approve for payment vouchers #2187 through #2190, Tenant Security Refund Account, was made by Commissioner Schick and seconded by Commissioner Terebush. Upon roll call, all Commissioners voted "Aye".

Item #6: **Authorization by the Board of Commissioners to approve for payment vouchers #4130 through #4132, Capital Fund Program, July, 2013.**

Motion to approve for payment vouchers #4130 through #4132, Capital Fund Program, was made by Commissioner Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #7: **Report of Executive Director**

Mr. Matthews read his report for those present.

Item #8: **Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick adopting continued membership in the Joint Insurance Fund (JIF) for the period January 1, 2014 through December 31, 2016.**

Motion to adopt continued membership in the Joint Insurance Fund (JIF) for the period January 1, 2014 through December 31, 2016 was made by Commissioner Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #9: **Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick adopting a Risk Management Consultants Agreement.**

This resolution was put on hold until the review of the proposal submitted by Alamo is done by the Committee.

Item #10: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick awarding a contract for Common Area Re-Lighting to Zensky Electrical Contracting, Inc.

Motion to award contract for common area re-lighting to Zensky Electrical Contracting, Inc. was made by Commissioner Schick and seconded by Vice-Chairman Kiesche. Upon roll call, all Commissioner voted "Aye".

Item #11: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick rejecting all bids and authorizing the receipt of new bids for new smoke detectors, inspections, testing and maintenance.

All bids received for the replacement of smoke detectors, inspections, testing and maintenance have been rejected due to discrepancies in the technical specifications. This project will be rebid.

Item #12: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick awarding a contract for Security Cameras for Forge Pond Apartment Building to Premier Security and Electronics Inc.

Motion to award a contract for Security Cameras for Forge Pond Apartment Building to Premier Security and Electronics Inc. was made by Commissioner Schick and seconded by Vice-Chairman Kiesche. Upon roll call, all Commissioners voted "Aye".

Item #13: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick approving the schedule of future Board dates.

Motion to approve the schedule of future Board dates was made by Vice-Chairman Kiesche and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #14: Tenant/Applicant Status Report.

Ms. Nicholson read the report for those present.

Item #15: Committee Reports

A. Building and Grounds Committee

Mr. Matthews read the report for those present.

B. Budget and Finance Committee

Commissioner Schick read the report for those present.

Item #16: Tenant or Public Comments.

Commissioner Catalano inquired about a comment that was made regarding an overpayment to the Garbage Contractor. Mr. Matthews said this over site was found by our Auditor and was handle with a corrective action plan and submitted to HUD. We currently have a credit with the Contractor and we are not paying for garbage pick up until that credit is used up. Commissioner Catalano asked that a letter be drafted for the Town Council to read. Mr. Matthews said that was done already and he will provide a copy to the Board. Councilwoman Lydecker addressed the Assistant Executive Director and said per request of a few tenants visited the property over the weekend and found that the garbage rooms were filthy and that several air conditioners did not fill the sleeves and were leaking. Mr. Matthews said we do not supply air conditioners to the tenants and in regards to the garbage rooms the cleaning contractor cleans them. Councilwoman Lydecker said the garbage room was cleaned as far as the floor and the walls, but it smelled very bad and there is poor ventilation. Mr. Matthews suggested that she call him at the Authority to discuss all her issues. Alice Albright, David Fried resident asked about the window installation in Fried. Mr. Matthews said that the project is in the works and he will keep the residents informed. Peter Dunne, George Conway resident asked if the Board was a non-partisan panel. Mr. Pascarella answered.

Item #17: Report of Attorney.

None to report.

Item #18: New Business

None to report.

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.

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

A handwritten signature in black ink, appearing to read "Anthony Matthews", written over a horizontal line.

Anthony Matthews
Secretary/Assistant Executive Director

Adjournment

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

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

AGENDA ITEM #

MEETING DATE

9/30/13

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

Absent: Stanley Schick, Commissioner

Call To Order: Chairman Hayes called the Regular Meeting of the Housing Authority of the Township of Brick to order at 6:30 P.M. at the David Fried Community Room. Mr. Matthews announced that this meeting was being held in accordance with the Open Public Meetings Act of the State of New Jersey (Sunshine Law) and adequate notice has been given.

**Salute to
The Flag:**

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

Roll Call:

Upon roll call, the following Commissioners answered present: Scaturro, Terebush, Cawley, Catalano, Vice-Chairman Kiesche and Chairman Hayes. Also present were Terry Brady, Esq., Anthony Matthews, Assistant Executive Director and Nancy Nicholson, Service Coordinator.

Item #1: **Authorization by the Board of Commissioners to approve and accept minutes of meeting held on July 29, 2013.**

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

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

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

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

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

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

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

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

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

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

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

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

Mr. Matthews read his report for those present.

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

Resolution approving FY2013 Capital Fund Program Annual Statement was made by Commissioner Scaturro and seconded by Vice-Chairman Kiesche. Upon roll call, all Commissioners voted "Aye".

Item #8: **Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing the execution of a Risk Management Consultant's Agreement.**

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

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

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

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

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

Item #10: Tenant/Applicant Status Report.

Ms. Nicholson read the report for those present.

Item #11: Committee Reports

A. Building and Grounds Committee

Commissioner Scaturro read for those present.

B. Budget and Finance Committee

B1. Budget Comparison Report.

Commissioner Scaturro read for those present.

Item #12: Tenant/Public Comments.

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

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

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

Item #13: Report of Attorney.

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

Item #14: New Business

None to report.

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

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

A handwritten signature in black ink, appearing to read "Anthony Matthews", written over a horizontal line.

Anthony Matthews
Secretary/Assistant Executive Director

Adjournment

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – SEPTEMBER 30, 2013

Present: Edward Kiesche, Vice-Chairman
 Stephen Scaturro, Commissioner
 John Catalano, Commissioner
 Kim Terebush, Commissioner
 Stanley Schick, Commissioner
 Allure Cawley, Resident Commissioner

AGENDA ITEM #

MEETING DATE

10/28/13

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

Absent: Paul Hayes, Chairman

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

**Salute to
The Flag:**

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

Roll Call:

Upon roll call, the following Commissioners answered present: Scaturro, Schick, Terebush, Cawley, Catalano, and Vice-Chairman Kiesche. Also present were Terry Brady, Esq., Anthony Matthews, Assistant Executive Director and Nancy Nicholson, Service Coordinator.

Item #1: Authorization by the Board of Commissioners to approve and accept minutes of meeting held on August 26, 2013.

There being no additions, deletions or corrections on motion by Commissioner Scaturro and seconded by Commissioner Schick, the minutes were accepted as submitted. Upon roll call, Commissioners Scaturro, Cawley, Terebush, Catalano and Vice-Chairman Kiesche voted "Aye". Commissioner Schick abstained because he was not at this meeting.

Item #2: Authorization by the Board of Commissioners to approve for payment vouchers #24128 through #24177 and Direct Deposit D94900 through D96400, Operating Account, September, 2013.

Motion to approve for payment vouchers #24128 through #24177 and Direct Deposit D94900 through D96400, Operating Account was made by Commissioner Scaturro and seconded by Commissioner Catalano asked about voucher #24135. He wanted to know why an outside plumber was called in. Mr. Matthews explained that this was a clog after hours and he could not reach any maintenance men. Commissioner Terebush asked about the procedures for after hours. Mr. Matthews explained. Upon roll call, all Commissioners voted "Aye".

Item #3: Authorization by the Board of Commissioners to approve for payment vouchers #26276 through #26338 and Direct Deposit D3713 through D3784, Section 8 Account, September, 2013.

Motion to approve for payment vouchers #26276 through #26338 and Direct Deposit D3713 through D3784, Section 8 Account was Commissioner Terebush 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 #2194 through #2195, Tenant Security Refund Account, September, 2013.**

Motion to approve payment vouchers #2194 through #2195, Tenant Security Refund Account was made by Commissioner Catalano and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #5: **Authorization by the Board of Commissioners to approve for payment vouchers #4135 through #4138, Capital Fund Program, September, 2013.**

Motion to approve for payment vouchers #4135 through #4138, Capital Fund Program was made by Commissioner Catalano and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

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

Mr. Matthews read his report for those present. There was a discussion regarding hot water boilers in George Conway. Mr. Matthews will look into the other options that were suggested.

Item #7: **Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick awarding a contract for elevator maintenance at Forge Pond and George Conway apartment buildings to Statewide Elevator for the second and third years of the contract term.**

Motion to award contract for elevator maintenance at Forge Pond and George Conway apartment buildings to Statewide Elevator for the second and third years of the contract term was made by Commissioner Catalano and seconded by Commissioner Terebush. 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 Section 8 Management Assessment System (SEMAP).**

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

Item #9: **Resolution by the Board of Commissioners authorizing travel to and attendance for Commissioners and staff at the Annual Conference of the NJ Chapter of the National Association of Housing and Redevelopment Officials November 22nd through November 24th, 2013.**

Motion to approve for travel and attendance for the Commissioners and staff at the Annual Conference of the NJ Chapter of the National Association of Housing and Redevelopment Officials November 22nd through November 24th was made by Commissioner Terebush and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

Item #10: **Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick adopting a form required to be used for the filing of notices of Tort Claims against the Housing Authority of the Township of Brick, in accordance the provisions of the New Jersey Tort Claims Act, N.J.S.A. 59:8-6.**

Mr. Brady explained the importance of having a Tort Claim process and how it benefits and protects the Authority. Commissioner Terebush asked about the current procedures for accidents. Mr. Matthews said that currently when someone reports that an injury occurred on the property to the office, an accident report is done, the person signs the form and then we investigate the report and forward to our insurance company adjuster. Commissioner Scaturro made a motion to adopt the form required to be used for the filing of notices of Tort Claims. Commissioner Schick seconded the motion. 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 salary increase for Non-Union Personnel.

Commissioner Scaturro asked Mr. Matthews who was considered non-union personnel. Mr. Matthews said currently he is the only one who is considered non-union at this time. Commissioner Scaturro asked about the 3.5% raise in March of 2013. Mr. Matthews said that raise was for 2012 and that this is policy and that the Director usually receives a raise for a percentage higher than the staff. Commissioner Scaturro said that the percentage over is not a policy, that was more of a contractual wording for the previous directors. Mr. Matthews said he had a discussion with Chairman Hayes and that the Chairman said it was ok to put this resolution on the agenda for consideration and to discuss giving him a contract. Commissioner Catalano felt that this subject matter should be discussed in closed session. Mr. Brady explained how Mr. Matthews should receive a rice notice in accordance with the law before going into closed session to discuss his employment. Commissioner Scaturro made a motion to put this resolution on hold until Mr. Matthews receives a rice notice. Commissioner Catalano seconded the motion. 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 Terebush read the report for those present.

B. Budget and Finance Committee

B1. Budget Comparison Report

Commissioner Scaturro read the Budget and Finance report and discussed the Budget Comparison report for those present. Commissioner Scaturro and Vice-Chairman Kiesche thanked Mr. Matthews for continuing to do a great job with expenses and keeping us under budget.

Item #14: Tenant/Public Comments.

Florence Tillotson, George Conway resident invited all in attendance to her Breast Cancer Walk scheduled on October 12, 2013 rain or shine.

Ann Selk, David Fried resident asked if anything can be done regarding skunks that residents around Fried keep seeing. Mr. Matthews suggested not feeding any animals because that draws out the skunks other than that they are considered wild life and there's not much else the Authority can do in accordance with the law.

Item #15: Report of Attorney.

Mr. Brady announced he had pending litigation to discuss with the Board and requested going into closed session.

Item #16: New Business

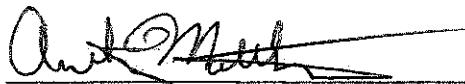
None to report.

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 possible litigation and personnel issues was made by Commissioner Catalano and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye". The meeting was closed at 8:10PM.

Motion to open the meeting to the public was made by Commissioner Catalano and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye". The meeting was opened at 8:25PM

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Catalano and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 8:27PM.

A handwritten signature in black ink, appearing to read "Anthony Matthews", with a horizontal line drawn underneath it.

Anthony Matthews
Secretary/Assistant Executive Director

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – OCTOBER 28, 2013

Present: **Edward Kiesche, Vice-Chairman**
 Stephen Scaturro, Commissioner
 John Catalano, Commissioner
 Kim Terebush, Commissioner
 Stanley Schick, Commissioner

AGENDA ITEM #

MEETING DATE

11/25/13

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

Absent: **Paul Hayes, Chairman**
 Allure Cawley, Resident Commissioner

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

Salute to
The Flag: Vice-Chairman Kiesche led the assembly in the salute to the Flag.

Roll Call: Upon roll call, the following Commissioners answered present: Scaturro, Schick, Terebush, Catalano, and Vice-Chairman Kiesche. Also present were Terry Brady, Esq., Anthony Matthews, Assistant Executive Director and Nancy Nicholson, Service Coordinator.

RAD PRESENTATION:

Vice Chairman Kiesche introduced Mr. Thomas Furlong, Fee Accountant for the Authority who introduced and discussed with the Board the benefits of getting involved with the new RAD program. The Board made a motion to have the Finance Board meet with Mr. Furlong to start the process with RAD and keep the Board informed each step of the way. Motion was made by Commissioner Scaturro and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #1: **Authorization by the Board of Commissioners to approve and accept minutes of meeting held on September 30, 2013.**

There being no additions, deletions or corrections on motion by Commissioner Scaturro and seconded by Commissioner Schick, 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 #24178 through #24228 and Direct Deposit D96500 through D98800, Operating Account, October, 2013.**

Motion to approve for payment vouchers #24178 through #24228 and Direct Deposit D96500 through D98800, Operating Account was made by Commissioner Scaturro and seconded by Commissioner Schick. Upon roll call, Commissioners Scaturro, Schick, Catalano and Vice Chairman Kiesche voted "Aye". Commissioner Terebush voted "Aye" on all except voucher #24207 in which she abstained.

Item #3: **Authorization by the Board of Commissioners to approve for payment vouchers #26339 through #26404 and Direct Deposit D3785 through D3855, Section 8 Account, October, 2013.**

Motion to approve for payment vouchers #26339 through #26404 and Direct Deposit D3785 through D3855, Section 8 Account was made by Commissioner Scaturro and seconded by Commissioner Kiesche. Upon roll call, all Commissioners voted "Aye".

Item #4: **Authorization by the Board of Commissioners to approve for payment vouchers #2196 through #2195, Tenant Security Refund Account, October, 2013.**

Motion to approve for payment vouchers #2196 through #2195, Tenant Security Refund was made by Commissioner Terebush and seconded by Commissioner Schick. Upon roll call, all Commissioners voted "Aye".

Item #5: **Authorization by the Board of Commissioners to approve for payment vouchers #4139 through #4143, Capital Fund Program, October, 2013.**

Motion to approve for payment vouchers #4139 through #4143, Capital Fund was made by Commissioner Scaturro and seconded by Commissioner Terebush. Upon roll call, all Commissioners voted "Aye".

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

Mr. Matthews gave a summary of the Fire at David Fried. Vice Chairman Kiesche thanked Mr. Matthews for the great job he was doing in handling the incident.

Item #7: **(Discussion) Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing the award of an Emergency Contract for repairs resulting from a Fire at David Fried.**

Mr. Brady explained to the Board that this resolution was put on the agenda as a discussion as to procedures that will take place following the handling of the fire at David Fried.

Item #8: **Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing the transfer of \$4,500.00 of the laundry services commissions to fund the Tenant Service Account.**

Vice Chairman Kiesche announced that this money will be used to fund the Holiday Breakfast for the tenants. Motion to authorize the transfer of \$4,500.00 of the laundry services commission to fund the Tenant Service Account was made by Commissioner Scaturro and seconded by Commissioner Catalano. 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 Schick read the report for those present.

B. Budget and Finance Committee

Commissioner Schick read the report for those present.

B1. Budget Comparison Report

Commissioner Schick read the report for those present.

Item #11: Tenant/Public Comments.

Ann Selk, David Fried resident invited the Board to participate in The Annual Thanksgiving Dinner held at The Church of Epiphany and welcomed donations from all in attendance.

Two David Fried residents that live in Building 9, Lorraine Vandermark and Carmen Rowe, thanked Mr. Matthews for the wonderful job and his sincerity during and after the fire that took place in their building. Vice-Chairman Kiesche took this opportunity to thank Mr. Matthews as well. He said as soon as he found out there was a fire he visited the property and observed Mr. Matthews professionalism and wanted to publically thank him. Mr. Joe Lamb, Brick resident asked for the status of his inquiries regarding the overpayment to Tri-State Carting. Mr. Brady said that Mr. Lamb has turned this matter over to other investigated agencies and that when he hears back from them Mr. Lamb will have his answer, however this is not up for discussion with the this Board since the original inquiry went to the Township Council, and as far as this Board is concerned the overpayment issue has been rectified with the auditors and HUD.

Item #12: Report of Attorney.

Mr. Brady advised the Board he had a few matters to be discussed in closed session regarding pending litigation.

Item #13: New Business

None to report.

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 pending litigation was made by Commissioner Schick and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye". The meeting was closed at 8:25PM.

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

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Catalano and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 8:55PM.



Anthony Matthews
Secretary/Assistant Executive Director

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – NOVEMBER 25, 2013

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

AGENDA ITEM #

MEETING DATE

1
12/10/13

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

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

**Salute to
The Flag:**

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

Roll Call:

Upon roll call, the following Commissioners answered present: Scaturro, Schick, Cawley, Terebush, Catalano, Vice-Chairman Kiesche and Chairman Hayes. Also present were Terry Brady, Esq., Anthony Matthews, Assistant Executive Director and Nancy Nicholson, Service Coordinator.

Item #1: Authorization by the Board of Commissioners to approve and accept minutes of meeting held on October 28, 2013.

There being no additions, deletions or corrections on motion by Commissioner Scaturro and seconded by Commissioner Schick, the minutes were accepted as submitted. Upon roll call, Commissioners Scaturro, Schick, Cawley, Catalano and Vice-Chairman Kiesche voted "Aye". Commissioner Terebush had abstained because she had to leave early during the meeting. Chairman Hayes abstained because he did not attend this meeting.

Item #2: Authorization by the Board of Commissioners to approve for payment vouchers #24229 through #24276 and Direct Deposit D98900 through D10500, Operating Account, November, 2013.

Motion to approve for payment vouchers #24229 through #24276 and Direct Deposit D98900 through D10500, Operating Account was made by Commissioner Kiesche and seconded by Commissioner Catalano. Commissioner Terebush pointed out and asked for the reason why there appears to be four voucher numbers missing. Mr. Matthews said he would check with Rhoda and follow up with an answer. Upon roll call, all Commissioners voted "Aye".

Item #3: Authorization by the Board of Commissioners to approve for payment vouchers #26405 through #26468 and Direct Deposit D3856 through D3926, Section 8 Account, November, 2013.

Motion to approve for payment vouchers #26405 through #26468 and Direct Deposit D3856 through D3926, Section 8 Account was made by Commissioner Schick and seconded by Vice-Chairman Kiesche. Upon roll call, all Commissioners voted "Aye".

Item #4: **Authorization by the Board of Commissioners to approve for payment vouchers #2199 through #2200, Tenant Security Refund Account, November, 2013.**

Motion to approve for payment vouchers #2199 through #2200, Tenant Security Refund was made by Commissioner Catalano and seconded by Commissioner Terebush. Upon roll call, all Commissioners voted "Aye".

Item #5: **Authorization by the Board of Commissioners to approve for payment voucher #4144, Capital Fund Program, November, 2013.**

Motion to approve for payment voucher #4144, Capital Fund was made by Commissioner Kiesche and seconded by Commissioner Catalano. Upon roll call, all Commissioners voted "Aye".

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

Mr. Matthews wished everyone a Happy Thanksgiving. He said he didn't have much to report on however he asked for the Board to consider a motion to move forward with Nan McKay to submit the application for the RAD program. Mr. Brady reiterated the discussion from last month meeting that a resolution should be part of this meeting. Commissioner Scaturro said the Finance Committee did meet with the accountant and agreed to move forward. Vice Chairman Kiesche made a motion ratifying the Commissioners approval and filing of the RAD application to the U.S. Department of HUD. Commissioner Schick seconded the motion. Upon roll call, all Commissioner voted "Aye".

Item #7: **Tenant/Applicant Status Report.**

Mrs. Nicholson read the report for those present.

Item #8: Committee Reports

A. Building and Grounds Committee

Commissioner Terebush read the report for those present.

B. Budget and Finance Committee

B1. Budget Comparison Report

Commissioner Schick read the report for those present.

Item #9: Tenant/Public Comments.

Several tenants from George Conway complained about the Bed Bug Infestations that seems to be a growing problem at the Housing Authority. Commissioner Cawley said the Forge Pond building continues to have a problem with bed bug reoccurrence. Olga Susko, a George Conway resident, asked why the entire building and all tenants are not informed that there is an infestation. Mr. Matthews said that he called the exterminator right away and treated the problem and he explained what the process is. He doesn't inform the building if it's isolated to one wing, because he doesn't want to cause panic. Chairman Hayes thanked the tenants for their comments and concerns regarding this matter and asked Mr. Matthews for weekly reports to be emailed to the Board as to the treatment and status of bedbugs. Ms. Helene Sullivan, Section 8 tenant had drafted a letter she wanted to read to the Board regarding rent reasonableness. Chairman Hayes said he will take her letter, have copies made and will address her concerns after the Board and Attorney reviews it and she will be notified as to next step.

Item #10: Report of Attorney.

Mr. Brady said he will review the Comcast paperwork and will have something drafted for the next meeting.

Item #11: New Business

None

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.

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Catalano and seconded by Commissioner Scaturro. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 8:15PM.



Anthony Matthews
Secretary/Assistant Executive Director

HOUSING AUTHORITY OF THE TOWNSHIP OF BRICK
BOARD OF COMMISSIONERS MEETING – DECEMBER 16, 2013

Present: Paul Hayes, Chairman
 Edward Kiesche, Vice-Chairman
 John Catalano, Commissioner
 Stanley Schick, Commissioner

AGENDA ITEM #

MEETING DATE

1/27/14

Anthony Matthews, Assistant Executive Director
Kim Pascarella, Esq. HATB Legal Counsel
Nancy Nicholson, Service Coordinator

Absent: Stephen Scaturro, Commissioner
 Kim Terebush, Commissioner
 Allure Cawley, Resident Commissioner

Call To Order: Chairman Hayes called the Regular Meeting of the Housing Authority of the Township of Brick to order at 6:30 P.M. at the David Fried Community Room. 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 Hayes led the assembly in the salute to the Flag.

Roll Call: Upon roll call, the following Commissioners answered present: Schick, Catalano, Vice-Chairman Kiesche and Chairman Hayes. Also present were Kim Pascarella, Esq., Anthony Matthews, Assistant Executive Director and Nancy Nicholson, Service Coordinator.

Item #1: **Authorization by the Board of Commissioners to approve and accept minutes of meeting held on November 25, 2013.**

There being no additions, deletions or corrections on motion by Commissioner Schick and seconded by Commissioner Catalano, 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 #24277 through #24317 and Direct Deposit D100600 through D101300, Operating Account, December, 2013.**

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

Item #3: **Authorization by the Board of Commissioners to approve for payment vouchers #26469 through #26526 and Direct Deposit D3927 through D3995, Section 8 Account, December, 2013.**

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

Item #4: **Authorization by the Board of Commissioners to approve for payment vouchers #2201 through #2204, Tenant Security Refund Account, December, 2013.**

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

Item #5: Authorization by the Board of Commissioners to approve for payment vouchers #4145 through #4148, Capital Fund Program, December, 2013.

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

Item #6: Report of Executive Director

Mr. Matthews wished the Board, his staff and all in attendance a Happy Holiday.

Item #7: Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick designation of New Jersey Public Housing Authority Joint Insurance Fund Commissioner.

Resolution by the Board of Commissioner of the Housing Authority of the Township of Brick designating Anthony Matthews as FUND Commissioner for the New Jersey Public Housing Authority Joint Insurance Fund was made by Commissioner Schick and seconded by Commissioner Catalano. 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 franchise service, easement and compensation agreements with Comcast of Ocean County LLC.

Chairman Hayes asked that this Resolution be put on hold since he would like a full Board and more information as to the compensation before a vote is done.

Item #9: Tenant/Applicant Status Report.

Ms. Nicholson read the report for those present.

Item #10: Committee Reports

A. Building and Grounds Committee

Commissioner Schick read the report for those present.

B. Budget and Finance Committee

Mr. Matthews read the report for those present.

Item #11: Tenant/Public Comments.

None to report.

Item #12: Report of Attorney.

None to report.

Item #13: New Business

None to report.

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.

There being no further business to be brought before the Commissioners, motion to adjourn was made by Commissioner Catalano and seconded by Vice Chairman Kiesche. Upon roll call, all Commissioners voted "Aye". The meeting was adjourned at 6:45PM.



Anthony Matthews
Secretary/Assistant Executive Director

Adjournment