

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

**AGENDA**

*Good evening, today is January 25, 2010 and this is the regularly scheduled meeting of the Housing Authority of the Township of Brick Board of Commissioners.*

*Pursuant to the Open Public meetings Act, the public is hereby notified that adequate notice, as defined by Chapter 231 Public Law 1975, commonly known as “The Sunshine Law,” was supplied to the Asbury Park Press. The date, time and place of the meeting was posted on the bulletin boards throughout the complex and filed with the Township Clerk.*

*The Board will conduct its meeting and, at the end, there will be a public portion where any concerned residents can address the Commissioners with any issue of concern. Please take note of where the fire exits are in case of an emergency. Thank you.*

*Salute to the Flag*

*Roll call*

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

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

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

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

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

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

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

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

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

**Item #10: Committee Reports**

- A. Building and Grounds Committee**
- B. Budget and Finance Committee**
- C. Personal Committee**

**Item #11: Report of Attorney.**

**Item #12: New Business**

**Item #13: Public Portion.**

**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.**

**Adjournment**

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

**AGENDA**

*Good evening, today is February 22, 2010 and this is the regularly scheduled meeting of the Housing Authority of the Township of Brick Board of Commissioners.*

*Pursuant to the Open Public meetings Act, the public is hereby notified that adequate notice, as defined by Chapter 231 Public Law 1975, commonly known as "The Sunshine Law," was supplied to the Asbury Park Press. The date, time and place of the meeting was posted on the bulletin boards throughout the complex and filed with the Township Clerk.*

*The Board will conduct its meeting and, at the end, there will be a public portion where any concerned residents can address the Commissioners with any issue of concern. Please take note of where the fire exits are in case of an emergency. Thank you.*

*Salute to the Flag*

*Roll call*

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

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

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

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

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

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

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

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

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

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

**Item #11:** Tenant/Applicant Status Report.

**Item #12:** Committee Reports

- A. Building and Grounds Committee
- B. Budget and Finance Committee
- C. Personal Committee

**Item #13:** Report of Attorney.

**Item #14:** New Business

**Item #15:** Public Portion.

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

**Adjournment**

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

**AGENDA**

*Good evening, today is March 29, 2010 and this is the regularly scheduled meeting of the Housing Authority of the Township of Brick Board of Commissioners.*

*Pursuant to the Open Public meetings Act, the public is hereby notified that adequate notice, as defined by Chapter 231 Public Law 1975, commonly known as “The Sunshine Law,” was supplied to the Asbury Park Press. The date, time and place of the meeting was posted on the bulletin boards throughout the complex and filed with the Township Clerk.*

*The Board will conduct its meeting and, at the end, there will be a public portion where any concerned residents can address the Commissioners with any issue of concern. Please take note of where the fire exits are in case of an emergency. Thank you.*

*Salute to the Flag*

*Roll call*

**Item #1:**     Election of Officers (March 29, 2010 –June 30, 2010)

Vice-Chairman John Zabriski turns the meeting over to the Secretary who assumes the chair for the purpose of conducting election of a Chairperson filling the unexpired term ending June 30, 2010.

A. Nominations are open for the position of Chairperson.

B. Motion and second to close nominations.

Roll call to close nominations.

C. Roll call for election of Chairperson.

The newly elected Chairperson assumes the Chair.

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

- Item #3:** Authorization by the Board of Commissioners to approve and accept minutes of meeting held on February 22, 2010.
- Item #4:** Authorization by the Board of Commissioners to approve for payment vouchers #21772 through #21845 and Direct Deposit D27800 through D29400, Operating Account, March, 2010.
- Item #5:** Authorization by the Board of Commissioners to approve for payment vouchers #23218 through #23296 and Direct Deposit D544 through D599, Section 8 Account, March, 2010.
- Item #6:** Authorization by the Board of Commissioners to approve for payment vouchers #2080 through #2083, Tenant Security Refund Account, March, 2010.
- Item #7:** Authorization by the Board of Commissioners to approve for payment vouchers #4064 and #4065, Capital Fund Account, March, 2010.
- Item #8:** Report of Executive Director
- Item #9:** Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick awarding a contract for Elevator Maintenance to United States Elevator Inc.
- Item #10:** Resolution by the Board of Commissioners authorizing award of contract for consultant services for preparation of FY 2010 CFP Annual Statement, FY 2008 and 2009 P&E Reports, CFP 5-Year Action Plan for FY 2010 to 2015, and the Five Year PHA Agency Plan for Fiscal Years 2010 to 2015.
- Item #11:** Resolution by the Board of Commissioner authorizing award of contract for coordinator/consulting services for the Housing Authority's Public Housing and Section 8 Programs for the 1-Year Period Ending April 30, 2011

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

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

**Item #14:** Tenant/Applicant Status Report.

**Item #15:** Committee Reports

A. Building and Grounds Committee

B. Budget and Finance Committee

C. Personal Committee

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

**Item #17:** New Business

**Item #18:** Public Portion.

**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.

**Adjournment**

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

**REVISED AGENDA**

*Good evening, today is April 26, 2010 and this is the regularly scheduled meeting of the Housing Authority of the Township of Brick Board of Commissioners.*

*Pursuant to the Open Public meetings Act, the public is hereby notified that adequate notice, as defined by Chapter 231 Public Law 1975, commonly known as “The Sunshine Law,” was supplied to the Asbury Park Press. The date, time and place of the meeting was posted on the bulletin boards throughout the complex and filed with the Township Clerk.*

*The Board will conduct its meeting and, at the end, there will be a public portion where any concerned residents can address the Commissioners with any issue of concern. Please take note of where the fire exits are in case of an emergency. Thank you.*

*Salute to the Flag*

*Roll call*

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

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

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

**Item #3:** Authorization by the Board of Commissioners to approve for payment vouchers #23218 through #23297 and Direct Deposit D600 through D654, Section 8 Account, April, 2010.

**Item #4:** Authorization by the Board of Commissioners to approve for payment vouchers #2084 through #2086, Tenant Security Refund Account, April, 2010.

**Item #5:** Authorization by the Board of Commissioners to approve for payment vouchers #4066 and #4067, Capital Fund Account, April, 2010.



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

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

**Item #8:** Resolution by the Board of Commissioners authorizing the retention of the professional engineering services of T&M Associates.

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

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

**Item #11:** Committee Reports

- A. Building and Grounds Committee
- B. Budget and Finance Committee
- C. Personal Committee

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

**Item #13:** New Business

**Item #14:** Public Portion.

**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.

**Adjournment**

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

**REVISED AGENDA**

*Good evening, today is May 24, 2010 and this is the regularly scheduled meeting of the Housing Authority of the Township of Brick Board of Commissioners.*

*Pursuant to the Open Public meetings Act, the public is hereby notified that adequate notice, as defined by Chapter 231 Public Law 1975, commonly known as "The Sunshine Law," was supplied to the Asbury Park Press. The date, time and place of the meeting was posted on the bulletin boards throughout the complex and filed with the Township Clerk.*

*The Board will conduct its meeting and, at the end, there will be a public portion where any concerned residents can address the Commissioners with any issue of concern. Please take note of where the fire exits are in case of an emergency. Thank you.*

*Salute to the Flag*

*Roll call*

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

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

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

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

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

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

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

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

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

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

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

**Item #10:** Tenant/Applicant Status Report. NONE TO REPORT

**Item #11:** Committee Reports

- A. Building and Grounds Committee
- B. Budget and Finance Committee
- C. Budget Comparison Report
- D. Personal Committee

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

**Item #13:** New Business

**Item #14:** Public Portion.

**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.

## Adjournment

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

**AGENDA**

1. Call to order – Chairman.
  2. Salute to the Flag.
  3. Chairman announces that adequate notice of this meeting has been given as prescribed by law.
  4. Roll Call.
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**Item #1:**    **Election of Officers** (July 1, 2010 – June 30, 2011).

Chairperson turns the meeting over to the Secretary who assumes the Chair for the purpose of conducting election of Chairperson for the coming year. (7/1/2010 through 6/30/2011)

- A. Nominations are open for the position of Chairperson.
- B. Motion and second to close nominations.  
Roll call to close nominations.
- C. Roll call for election of Chairperson.

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

**Continue...**

**The newly elected Chairperson assumes the Chair and conducts election for the position of Vice-Chairperson for the forthcoming year.**

- A.    Nominations are open for the position of Vice-Chairperson.**
- B.    Motion and second to close nominations.  
      Roll call for close of nominations.**
- C.    Roll call for election of Vice-Chairperson**

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

**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).**

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

**REVISED AGENDA**

*Good evening, today is June 28, 2010 and this is the regularly scheduled meeting of the Housing Authority of the Township of Brick Board of Commissioners.*

*Pursuant to the Open Public meetings Act, the public is hereby notified that adequate notice, as defined by Chapter 231 Public Law 1975, commonly known as "The Sunshine Law," was supplied to the Asbury Park Press. The date, time and place of the meeting was posted on the bulletin boards throughout the complex and filed with the Township Clerk.*

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*Salute to the Flag*

*Roll call*

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

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

**Item #2A:** Authorization by the Board of Commissioners to approve for payment vouchers #22019 through #22022, Operating Account, June 2010.0

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

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

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

**Item #6:** Report of Executive<sup>1</sup> Director

- Item #7:** Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick Approving FY2010 Capital Fund Program Annual Statement.
- Item #8:** Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick, Authorizing the Housing Authority to submit certification for the Public Housing Assessment System (PHAS)
- Item #9:** Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick Authorizing execution of a contract for Administrative Legal Services for the period of July 1, 2010 through June 30, 2011.
- Item #10:** Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing execution of a contract for Fee Accounting Services for the period of July 1, 2010 through June 30, 2011.
- Item #11:** Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick Authorizing Award of Contract for an independent Public Audit for fiscal year ending June 30, 2010.
- Item #12:** Resolution by the Board of Commissioners authorizing write-off of accounts receivable for prior tenants who ceased tenancy with amount still due the Authority.
- Item #13:** Resolution by the Board of Commissioners adopting continued membership in the Joint Insurance Fund (JIF) for the period January 1, 2011 through December 31, 2013
- Item #14:** Tenant/Applicant Status Report.
- Item #15:** Committee Reports
- A. Building and Grounds Committee
  - B. Budget and Finance Committee
  - C. Budget Comparison Report
  - D. Personal Committee



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

**Item #17: New Business**

**Item #18: Public Portion.**

**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.**

**Adjournment**

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

**REVISED AGENDA**

*Good evening, today is July 26, 2010 and this is the regularly scheduled meeting of the Housing Authority of the Township of Brick Board of Commissioners.*

*Pursuant to the Open Public meetings Act, the public is hereby notified that adequate notice, as defined by Chapter 231 Public Law 1975, commonly known as "The Sunshine Law," was supplied to the Asbury Park Press. The date, time and place of the meeting was posted on the bulletin boards throughout the complex and filed with the Township Clerk.*

*The Board will conduct its meeting and, at the end, there will be a public portion where any concerned residents can address the Commissioners with any issue of concern. Please take note of where the fire exits are in case of an emergency. Thank you.*

*Salute to the Flag  
Roll call*

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

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

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

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

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

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

- Item #6:** Authorization by the Board of Commissioners to approve for payment voucher #4071 through #4074, Capital Fund Account, July, 2010.
- Item #7:** Report of Executive Director
- Item #8:** Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick adopting the of the HATB Annual Budget and Capital Budget (FY2010/2011)
- Item #9:** Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing award of contract for installation of a Solar tube day lighting system for the Authority's cottage buildings.
- Item #10:** Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick, authorizing travel and attendance at the New Jersey Association of Housing and Redevelopment Authorities 2010 Annual Meeting and Conference September 26<sup>th</sup> through September 28, 2010.
- Item #11:** Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick amending and adopting the smoking policy.
- Item #12:** Tenant/Applicant Status Report.
- Item #13:** Committee Reports
- A. Building and Grounds Committee
  - B. Budget and Finance Committee
  - C. Personal Committee
- Item #14:** Report of Attorney.
- Item #15:** New Business
- Item #16:** Public Portion.
- 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.

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

**REVISED AGENDA**

*Good evening, today is August 30, 2010 and this is the regularly scheduled meeting of the Housing Authority of the Township of Brick Board of Commissioners.*

*Pursuant to the Open Public meetings Act, the public is hereby notified that adequate notice, as defined by Chapter 231 Public Law 1975, commonly known as "The Sunshine Law," was supplied to the Asbury Park Press. The date, time and place of the meeting was posted on the bulletin boards throughout the complex and filed with the Township Clerk.*

*The Board will conduct its meeting and, at the end, there will be a public portion where any concerned residents can address the Commissioners with any issue of concern. Please take note of where the fire exits are in case of an emergency. Thank you.*

*Salute to the Flag*

*Roll call*

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

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

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

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

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

- Item #5:** Authorization by the Board of Commissioners to approve for payment voucher #4075, Capital Fund Account, August, 2010.
- Item #6:** Report of Executive Director
- Item #7:** Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick amending the Procurement Policy.
- Item #8:** Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick, authorizing the execution of change order No. 1 to the contract for installation of the Solar Tube Day Lighting System for the Authority's Cottage Buildings to adjust for additional quantities.
- Item #9:** Resolution by the Board of Commissioners authorizing award of contract for Building Maintenance/Janitorial Services for a one (1) year period 9/1/2010 through 8/31/2011.
- Item #10:** Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick amending the Travel Authorization and Reimbursement Policy for Out-Of-Town Travel.
- Item #11:** Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick Authorizing travel and attendance for conference of the NJ Chapter of the National Association of Housing And Redevelopment Officials November 16<sup>th</sup>-19<sup>th</sup>, 2010 at the Borgata Hotel, Atlantic City, New Jersey.
- Item #12:** Tenant/Applicant Status Report.
- Item #13:** Committee Reports
- A. Building and Grounds Committee
  - B. Budget and Finance Committee
  - C. Personal Committee

**Item #14: Report of Attorney.**

**Item #15: New Business**

**Item #16: Public Portion.**

**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.**

**Adjournment**

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

**REVISED AGENDA**

*Good evening, today is September 20, 2010 and this is the regularly scheduled meeting of the Housing Authority of the Township of Brick Board of Commissioners.*

*Pursuant to the Open Public meetings Act, the public is hereby notified that adequate notice, as defined by Chapter 231 Public Law 1975, commonly known as "The Sunshine Law," was supplied to the Asbury Park Press. The date, time and place of the meeting was posted on the bulletin boards throughout the complex and filed with the Township Clerk.*

*The Board will conduct its meeting and, at the end, there will be a public portion where any concerned residents can address the Commissioners with any issue of concern. Please take note of where the fire exits are in case of an emergency. Thank you.*

*Salute to the Flag*

*Roll call*

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

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

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

**Item #3:** Authorization by the Board of Commissioners to approve for payment vouchers #23727 through #23807 and Direct Deposit D954 through D91014, Section 8 Account, September 2010.

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

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

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

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

**Item #8:** Committee Reports

A. Building and Grounds Committee

B. Budget and Finance Committee

B-1: Budget Comparison Report

C. Personal Committee

**Item #9:** Report of Attorney.

**Item #10:** New Business

**Item #11:** Public Portion.

**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.

**Adjournment**



**THE HOUSING AUTHORITY  
OF THE TOWNSHIP OF BRICK**

**SPECIAL MEETING AGENDA  
October 7, 2010**

**CALL TO ORDER:**

*Good evening, today is October 7, 2010 and this is the regularly scheduled meeting of the Housing Authority of the Township of Brick Board of Commissioners.*

*Pursuant to the Open Public meetings Act, the public is hereby notified that adequate notice, as defined by Chapter 231 Public Law 1975, commonly known as "The Sunshine Law," was supplied to the Asbury Park Press. The date, time and place of the meeting was posted on the bulletin boards throughout the complex and filed with the Township Clerk.*

**SALUTE TO THE FLAG:**

**ROLL CALL:**

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

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

**ITEM #3:** New Business

**ADJOURNMENT:**

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

**AGENDA**

*Good evening, today is October 25, 2010 and this is the regularly scheduled meeting of the Housing Authority of the Township of Brick Board of Commissioners.*

*Pursuant to the Open Public meetings Act, the public is hereby notified that adequate notice, as defined by Chapter 231 Public Law 1975, commonly known as "The Sunshine Law," was supplied to the Asbury Park Press. The date, time and place of the meeting was posted on the bulletin boards throughout the complex and filed with the Township Clerk.*

*The Board will conduct its meeting and, at the end, there will be a public portion where any concerned residents can address the Commissioners with any issue of concern. Please take note of where the fire exits are in case of an emergency. Thank you.*

*Salute to the Flag*

*Roll call*

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

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

**Item #3:** Authorization by the Board of Commissioners to approve for payment vouchers #22191 through #22196 and Direct Deposit D38300 through D38700, September, 2010 and vouchers #22197 through #22251 and Direct Deposit D38800 through D039200, Operating Account, October, 2010.

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

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

- Item #6:** Authorization by the Board of Commissioners to approve for payment vouchers #4078 through #4079, Capital Fund Account, October, 2010.
- Item #7:** Report of Executive Director
- Item #8:** Resolution by the Board of Commissioners certifying review and authorizing submission of the Annual Independent Audit to the Local Finance Board of the State of New Jersey. (Commissioner must sign affidavit at the end of tonight's meeting)
- Item #9:** Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing two Commissioners to sign checks.
- Item #10:** Resolution by the Board of Commissioners authorizing the transfer of \$4,500.00 of the laundry services commissions to fund the tenant service account.
- Item #11:** Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick authorizing the execution of a Declaration of Trust for the U.S. Department of Housing and Urban Development.
- Item #12:** Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick to award contract for snow and ice removal services in the black topped vehicular rights-of-way and parking lots for a 5 month period 11/1/10 through 3/31/11.
- Item #13:** Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick to amend the travel Authorization and Reimbursement Policy for Out-Of-Town Travel.

**Item #14:** Discussion of hiring a payroll service.

**Item #15:** Tenant/Applicant Status Report.

**Item #16:** Committee Reports

A. Building and Grounds Committee

B. Budget and Finance Committee

B-1: Budget Comparison Report

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

**Item #17:** Report of Attorney.

**Item #18:** New Business

**Item #19:** Public Portion.

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

**Adjournment**

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

**REVISED AGENDA**

*Good evening, today is November 29, 2010 and this is the regularly scheduled meeting of the Housing Authority of the Township of Brick Board of Commissioners.*

*Pursuant to the Open Public meetings Act, the public is hereby notified that adequate notice, as defined by Chapter 231 Public Law 1975, commonly known as "The Sunshine Law," was supplied to the Asbury Park Press. The date, time and place of the meeting was posted on the bulletin boards throughout the complex and filed with the Township Clerk.*

*The Board will conduct its meeting and, at the end, there will be a public portion where any concerned residents can address the Commissioners with any issue of concern. Please take note of where the fire exits are in case of an emergency. Thank you.*

*Salute to the Flag*

*Roll call*

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**Item #18:** Tenant/Applicant Status Report.

**Item #19:** Committee Reports

A. Building and Grounds Committee

B. Budget and Finance Committee

B-1: Budget Comparison Report

**Item #20:** Report of Attorney.

**Item #21:** New Business

**Item #22:** Public Portion.

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

**Adjournment**

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

**REVISED AGENDA**

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*Good evening, today is December 20, 2010 and this is the regularly scheduled meeting of the Housing Authority of the Township of Brick Board of Commissioners.*

*Pursuant to the Open Public meetings Act, the public is hereby notified that adequate notice, as defined by Chapter 231 Public Law 1975, commonly known as "The Sunshine Law," was supplied to the Asbury Park Press. The date, time and place of the meeting was posted on the bulletin boards throughout the complex and filed with the Township Clerk.*

*The Board will conduct its meeting and, at the end, there will be a public portion where any concerned residents can address the Commissioners with any issue of concern. Please take note of where the fire exits are in case of any emergency. Thank you.*

*Salute to the Flag*

*Roll Call*

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

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

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

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

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

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

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



- Item #7:** Resolution by the Board of Commissioners of the Housing Authority of the Township of Brick approving the hiring of Michael Nilan as laborer with a starting salary of \$36,000.00
- Item #8:** Tenant/Applicant Status Report.
- Item #9:** Committee Reports
- A. Building and Grounds Committee  
B. Budget and Finance Committee  
B-1: Budget Comparison Report
- Item #10:** Report of Attorney.
- Item #11:** New Business
- Item #12:** Public Portion.
- Item #13:** Resolution by the Board of Commissioners authorizing the meeting to be closed to the public for the purpose of discussing and/or reviewing matters exempt under the Public Open Meetings Act (P.L. #1975) in executive session.

**Adjournment**