

Executive Director's Report – September 13, 2016

FROM: Ted Lewis

RE: Monthly Report August / September 2016

1. **Office Flood** – On August 10 (the morning after our meeting) a sewer pipe overflowed on the second floor of the building flooding our office. The incident forced us to close the office for the day and caused a loss of personal property and possible health hazards to our office staff. I called a contractor (Serve Pro) to come in and clean the office which they did that afternoon. I'll explain further at the meeting.
2. **A.E.A. Presentation** – Peggy Gallos, Executive Director of the Association of Environmental Association, is scheduled to give an overview of the Association.
3. **Insurance dividend** – We received notice from the Central Jersey Health Insurance Fund (CJHIF) that we will be paid a dividend of \$4,999 this year; per the auditor we will be taking a check instead of having it applied to our bill.
4. **New Truck #31** – The truck that was promised by mid-August is now due “before the meeting” according to the vendor (as of 8/24) – I'll advise further at the meeting.
5. **Year Three Capitol Improvements** – The contractor began the work the week of August 22 and anticipates the work will be done by the end of the year.
6. **Fieldstone Court** – Per our discussion last month I sent copies of the claim I filed with the Water Company to our attorney.
7. **Two Rivers / Borough Issue** – I sent an email to the Mayor (8/29/16) to ask if he or the Borough had any interest in the idea.
8. **Additional Office Space** – We received copies of the architect's schematic plans for the proposed renovation – I'll have them at the meeting.
9. **Two Rivers “Community Update”** – We received a “Community Update” covering the third quarter (*in the case of Two Rivers May-July*) – the highlight of the update is that they received an additional payment from FEMA (\$178,090) of which we will receive a portion. They also included flow information which we have not received in almost a year.

CARRIED ITEMS

10. **Maintenance Building Repairs** – We discussed this as part of the proposed future capital improvements and I agreed to prepare an overall plan when time permitted.