

Executive Director's Report – June 13, 2017

FROM: Ted Lewis

RE: Monthly Report May / June 2017

1. **Vacation** - I am sorry I will not be at this month's meeting – I am away to attend a graduation (actually the graduation is just an excuse to spend a week in Napa Valley). I'm scheduled to be back at work on Friday the 16. I will have my cell phone with me if there is any need to contact me.
2. **Brookwood P.S. Replacement** – We had a preconstruction meeting (contractors, engineer's rep., Rich and I); the contractor is proceeding with shop drawings and ordering material – when the pumps and equipment arrive he estimates the work will take less than a month. When the work at the site is scheduled we will send the notice to the homeowner's association as well as adjacent property owners. I also secured approval from a neighboring property owner for the contractor to put a small trailer on his property (the work site is so small there is no room for the trailer).
3. **Voyager School** – The engineer has been corresponding with the owner's representative to try and determine what is or is not connected to the grease trap.
4. **Tinton Falls Flow Review** – Gloria scanned the old data into the computer so we can update and edit the information – I will be working with Rich (who did all this work in the past) to update the list of properties.
5. **Maintenance Building Repairs** – Ben, Rich and I met at the maintenance yard on May 22 to review the proposal on paving submitted by the engineer. Ben will have a report on our recommendations at the meeting.
6. **Monmouth County Improvement Authority** – We received a solicitation of interest from the MCIA for their bonding program, but based on our surplus status and recent projects I do not think we need to pursue this option (the program is available every two years in the event we want to do something in the future).

CARRIED ITEMS:

7. **Software Update**
8. **Howard Commons** – No Change
9. **Fieldstone Court** – No new information.
10. **Two Rivers / Borough Issue** – No new information.