

MINUTES OF A REGULAR MEETING OF THE COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE BOROUGH OF
HIGHLAND PARK



The Commissioners of the Housing Authority of the Borough of Highland Park met in a Regular Session in the Community Room of the S.J. Kronman Apartments located at 242 South Sixth Avenue, Highland Park, NJ at 6:30 PM on February 20, 2013, the hour and date duly established for the holding of said meeting.

The meeting was called to order and the Notice of Compliance with the Open Public Meetings Act P.L. 1975, C.231 was read.

Upon roll call, those present and absent were as follows:

PRESENT

ABSENT

Commissioners:

Mary Barnes, Commissioner
Morgan Chen, Commissioner
Robert MacKinney, Commissioner
Charlotte Quaintance, Commissioner
Diane Reh, Commissioner
Evelyn Sedehi, Chairwoman
Burton Weltman, Commissioner

Council Liaison:
Susan Welkovits

Authority General Counsel:
Terrence Corriston, Esq., Breslin & Breslin

Administration:
Donna Brightman, Executive Director
Mike Yannuzzi, Maintenance Manager
Kathy Blaha, Housing Director
Larry Stecker, Maintenance Director

Public Comment

Regis Methven asked if we could get another cable provider other than Cablevision.

Councilwoman Welkovits stated that she will look into this.

Executive Director Brightman stated that perhaps we could get the residents together to purchase a dish for the building.

Executive Director Brightman announced that Mr. Methven had just been elected as the first Resident Council President.

Board members congratulated him.

A motion to approve the minutes of the meeting held on January 23, 2013 was made by Commissioner MacKinney and seconded by Commissioner Barnes.

Discussion

Commissioner Weltman stated that the following should be added to the minutes regarding Resolution #2013-5 – Designate Accountant “that the accountant, Bill Katchen, agreed to the terms of the HPHA’s proposal.”

ROLL CALL:	Barnes	Chen	MacKinney	Quaintance	Reh	Sedehi	Weltman
AYES:	Barnes	Chen	MacKinney	Quaintance	Reh	Sedehi	Weltman
NAYS:	None						
Abstain:	None						
Absent:	None						

The Chair thereupon declared said motion approved.

COMMUNICATIONS

Kitchen cabinet bids – Executive Director Brightman stated that she was rejecting all bids and going back out for additional pricing due to the fact that the lowest bid was rejected because it was not sealed and an additional three bids were rejected because they did not provide a cabinet that was equivalent to the bid request.

Commissioner Weltman asked what is leading us to believe we would get a better price.

Maintenance Director Stecker responded that we based the decision upon the bids received for the Woodbridge cabinet prices.

Chairwoman Sedehi welcomed Commissioner Chen to the BOC.

Executive Director Brightman stated that a tenant filed a discrimination complaint against the HPHA which HUD found no basis for discrimination and the case was dismissed.

Certified Protection – pull cords
Commissioner Chen asked for an explanation.

Executive Director Brightman stated that she had the company examine the HPHA’s emergency pull cord system based on resident comments from the last meeting. She stated that when the emergency cord is pulled, it lights up the central board in the community room and by the first floor elevator. One must rely on someone walking by to see the light blinking to summon help. Certified Protection can hook our existing system up to their central station which will then notify the HP emergency services. She informed the Board that she was going to authorize this work.

Commissioner Reh stated that this was a long time coming and thanked the administration.

Executive Director Brightman introduced Maintenance Director Stecker to the BOC.

Maintenance Director Stecker explained the Capital Fund and that we have three years of funding open 2010, 2011 and 2012. He stated that funding will be used for the kitchen cabinets. He further explained if the money is not used in a timely fashion, HUD will recapture funding.

REPORTS

Executive Director Brightman stated that we need to enroll tenants on Section 8 to keep up our numbers.

Chairwoman Sedehi stated that she found a volunteer hearing officer.

Executive Director Brightman stated that she is researching laundry companies and inclined to let a company manage the machines as opposed to the Authority.

Sink strainers were being distributed to tenants to help with sink clogs and sink overflows.

Commissioner Weltman had a concern about how tenants will be charged for clogs.

Executive Director Brightman stated that they will only be charged if we can prove, without a doubt, it was a tenant that caused the problem. She stated that there was an approved tenant charge list for tenant damages.

RESOLUTIONS

a) Reso #2013-6 – Annual Notice of Regular Meetings

Motion moved by Commissioner Weltman and seconded by Commissioner Reh to adopt Resolution #2013-6.

ROLL CALL:	Barnes	Chen	MacKinney	Quaintance	Reh	Sedehi	Weltman
AYES:	Barnes	Chen	MacKinney	Quaintance	Reh	Sedehi	Weltman
NAYS:	None						
Abstain:	None						
Absent:	None						

The Chair thereupon declared said motion approved.

b) Reso #2013-7 – Designate Official Newspaper

Motion moved by Commissioner Weltman and seconded by Commissioner Barnes to adopt Resolution #2013-7.

Discussion

Commissioner Weltman stated that we need two newspapers.

A motion was made by Commissioner Weltman and seconded by Commissioner MacKinney to add the Star Ledger to the resolution.

ROLL CALL: Barnes Chen MacKinney Quaintance Reh Sedehi Weltman
AYES: Barnes Chen MacKinney Quaintance Reh Sedehi Weltman
NAYS: None
Abstain: None
Absent: None

The Resolution was then voted on with the amendment as follows:

A motion was made by Commissioner Weltman and seconded by Commissioner Barnes to adopt Resolution #2013-7.

ROLL CALL: Barnes Chen MacKinney Quaintance Reh Sedehi Weltman
AYES: Barnes Chen MacKinney Quaintance Reh Sedehi Weltman
NAYS: None
Abstain: None
Absent: None

The Chair thereupon declared said motion approved.

c) Reso #2013-8 – Adopting Monthly Bill List

Motion moved by Commissioner Barnes and seconded by Commissioner MacKinney to adopt Resolution #2013-8.

ROLL CALL: Barnes Chen MacKinney Quaintance Reh Sedehi Weltman
AYES: Barnes Chen MacKinney Quaintance Reh Sedehi Weltman
NAYS: None
Abstain: None
Absent: None

The Chair thereupon declared said motion approved.

d) Reso #2013-9 – Reso to Rescind Reso #2012-39 (Adopt the Personnel Policy and Employee Handbook)

Motion moved by Commissioner Weltman and seconded by Commissioner Reh to adopt Resolution #2013-9.

ROLL CALL: Barnes Chen MacKinney Quaintance Reh Sedehi Weltman
AYES: Barnes Chen MacKinney Quaintance Reh Sedehi Weltman
NAYS: None
Abstain: None
Absent: None

The Chair thereupon declared said motion approved.

e) Reso #2013-10 – Reso Adopting the Personnel Policy and Employee Handbook

Motion moved by Commissioner Weltman and seconded by Commissioner Reh to adopt Resolution #2013-10.

ROLL CALL: Barnes Chen MacKinney Quaintance Reh Sedehi Weltman
AYES: Barnes Chen MacKinney Quaintance Reh Sedehi Weltman
NAYS: None
Abstain: None
Absent: None

The Chair thereupon declared said motion approved.

f) Reso #2013-11 – Reinstate the Resident’s Ability to Rent the Community Room

Motion moved by Commissioner Reh and seconded by Commissioner Barnes to adopt Resolution #2013-11.

Discussion

Commissioner Weltman asked where we derived the rental fee from.

Housing Manager Blaha responded that it is what we use in Woodbridge.

ROLL CALL: Barnes Chen MacKinney Quaintance Reh Sedehi Weltman
AYES: Barnes Chen MacKinney Quaintance Reh Sedehi Weltman
NAYS: None
Abstain: None
Absent: None

The Chair thereupon declared said motion approved.

g) Reso #2013-12 – Appoint a Hearing Officer

Motion moved by Commissioner Reh and seconded by Commissioner Barnes to adopt Resolution #2013-12.

Discussion

Chairwoman Sedehi stated that she was honored to have Raymond Nolan serve as our hearing officer.

Commissioner Weltman asked about his background.

ROLL CALL: Barnes Chen MacKinney Quaintance Reh Sedehi Weltman
AYES: Barnes Chen MacKinney Quaintance Reh Sedehi Weltman
NAYS: None
Abstain: None
Absent: None

The Chair thereupon declared said motion approved.

h) Reso #2013-13 – Authorize Early Release of Payments (bill list)

Motion moved by Commissioner MacKinney and seconded by Commissioner Barnes to adopt Resolution #2013-13.

Discussion

Commissioner Weltman asked if the attorney approved of this.

Executive Director Brightman responded that he did.

ROLL CALL:	Barnes	Chen	MacKinney	Quaintance	Reh	Sedehi	Weltman
AYES:	Barnes	Chen	MacKinney	Quaintance	Reh	Sedehi	Weltman
NAYS:	None						
Abstain:	None						
Absent:	None						

The Chair thereupon declared said motion approved.

Public Comment #2

Doris Nadella, 2S, stated that she was concerned that a laundry company may raise the price of using the machines.

Dolores Van Liew, 4H, stated the elevators were acting up and people were getting stuck and what are we doing about it?

Executive Director Brightman explained that we are doing elevator upgrades and that she would look into the problem.

Dolores Van Liew, 4H, also asked if people were allowed to smoke on their balconies.

Housing Manager Blaha responded that they were.

Nancy Bernstein, 5R, asked why the paramedics shut down the elevator as its not supposed to be done that way.

Commissioner Barnes asked if there was an improvement when complaints are made.

The audience replied, yes.

Maggie Ferber, 5C, stated that the washers and dryers weren't working well on the 5th floor and that the laundry room was dirty.

Executive Director Brightman replied that we are working as quickly as possible on fixing the problems.

Comments

Chairwoman Sedehi stated that she will appoint a committee to review the by-laws as well as a committee to review personnel.

ADJOURNMENT

Motion by Commissioner Weltman and seconded by Commissioner Barnes to adjourn at 7:20 PM.

All commissioners present voted in favor.

Donna Brightman, Exec. Director/Secretary