

MINUTES OF A RESCHEDULED 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 Rescheduled 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 January 23, 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
Robert MacKinney, Commissioner
Charlotte Quaintance, Commissioner
Diane Reh, Commissioner
Evelyn Sedehi, Chairwoman
Burton Weltman, Commissioner

Council Liaison:
Susan Welkovits

Authority General Counsel:

Michael Keefe, Esq., Shamy, Shipers & Lonski

Administration:

Donna Brightman, Executive Director
Mike Yannuzzi, Maintenance
Kathy Blaha, Housing Director

Accountant:

Bill Katchen

Public Comment

Dolores Van Lieu, 4H, stated that she loved the gazebo.

Nancy Bernstein, 5R, stated that a washer and dryer were not working.

Executive Director Brightman stated that they were repaired.

Ms. Bernstein stated they need bigger washers to do blankets.

Executive Director Brightman stated that when units are replaced we will get bigger washers and dryers.

Joanne Rogers, 1C, stated that she had a backup in her unit and it took too long for maintenance to respond. She mentioned that the access panel used to be outside in the hall but was covered by the new floor and now it's in her apartment. She doesn't want it there, she is handicapped and can't clean up the mess and she shouldn't have to suffer for what people are doing on the upper floors.

Executive Director Brightman stated that she will look into the matter.

Marlene Perlmutter, 2E, stated that she had the same problem.

A motion to approve the minutes of the meeting held on December 19, 2012 was made by Commissioner Barnes and seconded by Commissioner MacKinney.

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

The Chair thereupon declared said motion approved.

Chairwoman Sedehi stated that she would like to have a moment of silence for former Commissioner Irene Dworeck who recently passed away.

COMMUNICATIONS

Chairwoman Sedehi asked if we heard any more about the Parker Day Care Club grant.

Executive Director Brightman stated that we have not as yet.

Chairwoman Sedehi commented on the Housing Voucher Data sheet.

Commissioners commented that they would look for a potential Hearing Officer.

REPORTS

Executive Director Brightman pointed out that there are two apartment vacancies: one in family and one in the senior building.

Accountant Bill Katchen pointed out in the 12/31/12 budget to actual report that the Authority needs to spend 50-80 thousand dollars prior to 3/31/13.

Executive Director Brightman stated that she was purchasing additional toilets and all vacant units were getting new air/heating units. We are also waiting to see what the per unit cost is on the kitchens that are currently out to bid.

Executive Director Brightman pointed out highlights in her report:

- Over 2,600 applications were received for Section 8 and family housing
- Established a snow removal policy with DPW Director

RESOLUTIONS

a) Reso #2013-1 – Section 8 Coordinator Job Description

Motion moved by Commissioner Weltman and seconded by Commissioner Reh to adopt Resolution #2013-1.

Discussion

There was quite a discussion whether to have a Coordinator or continue to let the WHA manage the program.

Chairwoman Sedehi formed a committee to study the matter. The committee consists of Commissioners Weltman, MacKinney and Reh.

Motion moved by Commissioner Weltman and seconded by Commissioner Reh to TABLE Resolution #2013-1.

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

b) Reso #2013-2 – Budget Reso for FY 4/1/13 to 3/31/14

Motion moved by Commissioner MacKinney and seconded by Commissioner Barnes to adopt Resolution #2013-2.

Discussion

Accountant Bill Katchen went through the budget and gave a thorough explanation of our submission.

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

The Chair thereupon declared said motion approved.

c) Reso #2013-3 – Operating Budget Reso Approving the Budget for FYE 3/31/14

Motion moved by Commissioner Weltman and seconded by Commissioner Barnes to adopt Resolution #2013-3.

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

The Chair thereupon declared said motion approved.

d) Reso #2013-4 – Adopting Monthly Bill List

Motion moved by Commissioner Reh and seconded by Commissioner Weltman to adopt Resolution #2013-4.

Discussion

Commissioner Reh questioned #11988 for 95 cents.

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

The Chair thereupon declared said motion approved.

e) Reso #2013-5 – Designate Accountant

Motion moved by Commissioner MacKinney and seconded by Commissioner Reh to adopt Resolution #2013-5.

Discussion

Commissioner Weltman mentioned that they did have an issue with Mr. Katchen's bid submission. Whereas the RFP listed a specific set of services, Mr. Katchen's bid listed a set of services that may; or may not encompass what we asked for. Had there been another bidder, they might have had to disqualify Mr. Katchen's bid. He also insisted that the mention of Bergen County be eliminated and replaced with Middlesex County.

The accountant agreed to the terms of the HPHA proposals scope of work.

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

Public Comment #2

Nancy Bernstein, 5R, stated that there was an issue with a tenant who pulled the emergency cord and the police came and could not get into her unit and they had to wait for the on-call person. She felt that if this was an emergency with a heart attack, the person would have died before we gained access to the apartment. She further inquired about replacement of the air/heating elements for current residents, as she felt hers was not operating efficiently. She mentioned that a big draft was coming from the sliding glass doors.

Executive Director Brightman stated that she would post a sign-up sheet to put plastic over the doors.

Regis Methuen, 3R, stated that you can buy plastic at Home Depot.

Joanne Rogers, 1C, thanked Commissioner Weltman as she received a pet deposit refund.

Comments

Commissioner MacKinney read a thank you note from Al Garlatti for the retirement party at Commissioner Sedehi's home.

ADJOURNMENT

Motion by Commissioner Weltman and seconded by Commissioner Barnes to adjourn at 8:09 PM.

All commissioners present voted in favor.

Donna Brightman
Executive Director/Secretary