

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 8, 2017, the hour and date duly established for the holding of said meeting.

The meeting was called to order by Chairman Chudnick.

Runi Sriwardena read the Notice of Compliance with the Open Public Meetings Act P.L. 1975, C.231 which provided that notice of this meeting of the Board of Commissioners of the Housing Authority of the Borough of Highland Park was provided in the following manner:

On December 19, 2016, a copy of the notice of this meeting setting forth the date, time and location of this regular meeting was posted on the Housing Authority's official designated bulletin board located at 242 South Sixth Avenue, Highland Park, NJ, sent to Borough Hall for posting and was faxed to the Home News Tribune and Star Ledger and posted on the website.

The pledge of allegiance was recited.

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

PRESENT

Commissioners:

Steve Chudnick, Chairman
Raysa Martinez, Commissioner
Donald Monk, Commissioner (6:35 PM)
William Rainwater, Commissioner
Diane Reh, Commissioner

ABSENT

Commissioners:

Evelyn Sedehi, Commissioner

Authority General Counsel:

Terrence Corriston, Esq., Breslin & Breslin

Council Liaison:

Matthew Hersh, Commissioner

Administration:

Donna Brightman, Executive Director
Runi Sriwardena, Housing Manager
Mike Yannuzzi, Maintenance Director (WHA)

Minutes:

A motion to approve the minutes of the reorganizational and regular meeting held on January 11, 2017 was made by Commissioner Monk and seconded by Commissioner Martinez.

Discussion

Commissioner Reh noted an error on page 2 as the last word should read her, not him.

ROLL CALL:	Chudnick	Martinez	Monk	Rainwater	Reh	Sedehi
AYES:	Chudnick	Martinez	Monk	Reh		
NAYS:	None					
Abstain:	Rainwater					
Absent:	Sedehi					

The Chair thereupon declared said motion approved.

Public Comment:

Joanne Rogers, apt. #1C, informed the Board that the front entrance is being used by drivers to make U turns. Also, that the buses that pick-up tenants block the crosswalk. She suggested that we install a stop sign prior to the crosswalk.

Executive Director Brightman said maybe a speed bump would deter the situation.

Counsel Corrison stated that signs installed on private property do not always work.

Councilman Hersh stated that he would look into the police issuing tickets.

Counsel Corrison stated that Ms. Sriwardena could report violations to the police.

Ms. Rogers stated that she has called the police.

Commissioner Reh suggested that Councilman Hersh speak to Det. Panichela in the traffic division and to inquire whether we allow (Title 39) the police to enforce infractions on private property.

Ms. Sriwardena stated that this was the first time she was informed about the problem and she will speak to the drivers when she sees them parked in the crosswalk and call the companies as well.

Ms. Rogers stated that she is the tenant and it is up to the Board and administration to solve the problem.

Karin Johnson, apt. #3P, stated that the buses are parked outside because the tenants they pick-up are not on time.

Communications

Chairman Chudnick noted Matt Hersh's resignation and thanked him for his service.

Councilman Hersh stated it was an honor to serve and he is looking forward to serving in his capacity as the Council's liaison.

Chairman Chudnick welcomed Bill Rainwater, Matt Hersh's replacement.

Commissioner Rainwater stated that he was looking forward to learning and contributing.

Chairman Chudnick noted the contact information of the HPHA and HPAHC members.

Chairman Chudnick acknowledged the Authority's perfect SEMAP score.

Commissioner Monk noted it was perfect last year as well.

Executive Director's Report/RAD

Councilman Hersh noted that Executive Director Brightman submitted two CDBG grant requests. The Borough receives just shy of \$60,000 and the requests are usually done in October. However, this year the submission notices were very late. The Borough does have a CDBG committee that reviewed all the requests. There were 12 applications of which 9 were funded.

Councilman Hersh read the list of programs that were funded, most of which are necessary services. He stated that the two grants submitted by the HPHA for the Handicapped Accessible Bathroom PILOT for the Kronman building in the amount of \$7,500.00 and a request for a computer for the residents to use at the Kronman building in the amount of \$3,000.00 were not funded.

Councilman Hersh expressed his disappointment.

Chairman Chudnick thanked Councilman Hersh for trying.

Councilman Hersh stated that he did use the denials as an opportunity to let the Mayor and Committeeman know that because the HPHA receives federal funding that it should not be a reason not to fund the HPHA requests as we are converting to RAD. The CDBG program is meant to serve low and moderate income people and we should have access to this stream of funding.

Commissioner Rainwater asked if there was a cap on how much one project could request.

Councilman Hersh stated that he thought the request for a computer was a great idea and that the HPHA may want to explore other grants, although they could go to the senior center if need be. He expressed hope for next year's funding round.

Chairman Chudnick appointed Commissioner Rainwater to the Finance and RAD committees.

Chairman Chudnick asked Commissioners Monk and Reh to review the accounting RFP's and that Commissioner Rainwater and he would review the legal RFP's.

Commissioner Reh noted that Susan Lenz's letter to "Mr. Polos" had his name spelled wrong.

Attorney Report – nothing to report

Accountant Report - nothing to report

Staff Reports

Chairman Chudnick commented that two tenants passed away. He asked if there were any significant changes in the Section 8 lease-ups.

Executive Director Brightman responded, no.

Commissioner Martinez asked what three failed HQS inspections meant.

Counsel Corrison explained that if the Section 8 units do not pass HQS inspection, we do not pay the subsidy.

Executive Director Brightman used this time to explain the new HOTMA regulations to the Board. This new regulation would allow new units to be leased without passing HQS providing there was no major deficiency. She stated that she will not be amending the Section 8 Admin. Plan to include this as she did not feel it was a good practice.

Counsel Corrison stated that HUD is allowing this to help tenants who have trouble locating apartments.

Committee Reports

RAD Committee – Commissioner Monk reported that he created a spread sheet analyzing both the ASB and NJCC loans and that with all considered ASB was the most favorable loan in terms of interest rate. Despite the uncertainty of the rate change in year 8 and the unknown cost of ASB's legal review of the RAD Use Agreement.

Commissioner Monk expressed concern about the balloon payment due in year 15. He did express to the Board that a bond issue was more complicated and the NJCC loan would likely close quickly.

Commissioner Martinez asked if both loans had balloon payments.

Commissioner Monk explained that the loan was for 15 years but it's amortized over 25 years. Thus a balloon payment is due in year 15 whereby the HPHA would have to most likely negotiate a new loan. The projects cash flow does not support a straight 15 year loan.

Executive Director Brightman wanted the Board to know that ASB is requiring that we transfer our banking accounts to their bank.

A discussion among board members ensued resulting in a request for further information as noted on Commissioner Monk's spread sheet.

Executive Director Brightman stated that she will get the answers to: will ASB up their legal fee for reviewing the RAD Use Agreement? What happens if the ratio does not remain at 1.0? If ASB bows out of the loan due to the RAD user review would we still have to pay the review fees?

Commissioner Reh asked if Executive Director Brightman worked with NJCC prior.

Executive Director Brightman responded, no.

Tenant Relations

Commissioner Martinez commented that the secretary of the resident council resigned.

Bonnie Bonanno responded that the position has been filled temporarily.

Resolutions

a) Reso #2017-7 – Adopting Monthly Bill List for January 2017

Motion moved by Commissioner Martinez and seconded by Commissioner Reh to adopt Resolution #2017-7.

Discussion

Commissioner Martinez asked about the electric bill for Kronman.

Commissioner Monk inquired about the hot water issue.

Commissioner Monk asked about the web management company and the price for services.

ROLL CALL:	Chudnick	Martinez	Monk	Rainwater	Reh	Sedehi
AYES:	Chudnick	Martinez	Monk	Rainwater	Reh	
NAYS:	None					
Abstain:	None					
Absent:	Sedehi					

The Chair thereupon declared said motion approved.

b) Reso #2017-8 – Reso of the BOC of the Borough of Highland Park Approving an Intergovernmental Services Agreement

Motion moved by Commissioner Reh and seconded by Commissioner Martinez to adopt Resolution #2017-8.

Discussion

Commissioner Rainwater asked if the fee was the same.

Executive Director Brightman responded that it was.

Commissioner Monk asked about the term and any potential change.

Counsel Corrison stated that the contract has an exit clause.

Commissioner Martinez stated that Highland Park was lucky to have Woodbridge.

ROLL CALL: Chudnick Martinez Monk Rainwater Reh Sedehi
AYES: Chudnick Martinez Monk Rainwater Reh
NAYS: None
Abstain: None
Absent: Sedehi

The Chair thereupon declared said motion approved.

c) Reso #2017-9 – Reso to Adopt the PBV Section 3 Plan to Comply with 24 CFR, Part 135 of the U.S. Dept. of HUD Section 3

Motion moved by Commissioner Rainwater and seconded by Commissioner Martinez to adopt Resolution #2017-9.

Discussion

Executive Director Brightman stated that this was a HUD requirement.

Counsel Corrison stated that this policy gives contractors a bonus for hiring residents.

Executive Director Brightman asked Councilman Hersh about the shared services committee that she was appointed to.

Councilman Hersh stated that it's a new initiative by Highland Park.

ROLL CALL: Chudnick Martinez Monk Rainwater Reh Sedehi
AYES: Chudnick Martinez Monk Rainwater Reh
NAYS: None
Abstain: None
Absent: Sedehi

The Chair thereupon declared said motion approved.

New Business - none

Second Public Comment - none

ADJOURNMENT

Motion by Commissioner Reh and seconded by Commissioner Monk to adjourn at 7:55 PM.

All commissioners present voted in favor.

Donna Brightman, Exec. Director/Secretary