

MINUTES OF A SPECIAL 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 Special Session in the Community Room of the S.J. Kronman Apartments located at 242 South Sixth Avenue, Highland Park, NJ at 5:30 PM on August 23, 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 August 16, 2017, a copy of the notice of this meeting setting forth the date, time and location of this special 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, Vice Chair  
Regis Methven, Commissioner  
William Rainwater, Commissioner  
Diane Reh, Commissioner  
Evelyn Sedehi, Commissioner

Authority General Counsel:

Terrence Corriston, Esq., Breslin & Breslin  
(5:40 PM arrival)

Council Liaison:

Matthew Hersh, Liaison (5:55 PM arrival)

Administration:

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

ABSENT

Commissioners:

Donald Monk, Commissioner

Other:

Susan Lenz, RAD Financial Consultant (5:45 PM arrival)

Minutes:

The minutes of the 7/12/17 BOC meeting were pulled by the Executive Director.

Resolutions

- a) Reso #2017-41 – Reso Authorizing the Issuance & Sale by the HPHA of a Promissory Note in Connection with the RAD Project, Series 2017 (or any such other year designation as may be appropriate) in a Principal Amount not to Exceed \$473,500, and Authorizing and Approving the Execution and Delivery of Agreements and Related Instruments and Determining Other Matters in Connection Therewith

Motion moved by Commissioner Rainwater and seconded by Commissioner Martinez to adopt Resolution #2017-41.

Discussion

Commissioners Martinez and Chudnick pointed out typos on Page 1 and 2.

Commissioner Sedehi asked where the money will come from to pay back the NJCC loan.

Executive Director Brightman stated that it will be from the tenant's rent.

Commissioner Reh asked who reviewed the loan documents.

Executive Director Brightman stated that it was our attorneys, the bank, myself, our consultant and the local finance board.

Commissioner Martinez asked why the document refers to 24 units of public housing and not Park Terrace.

Executive Director Brightman responded that she doesn't know the answer, however, the resolution was prepared by our RAD attorney and that was the language they put in the resolution.

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

The Chair thereupon declared said motion approved.

- b) Reso #2017-42 – Reso of the HPHA Concerning Review of the Findings of the Local Finance Board Made at a Meeting of Said Board on Jul 12, 2017 in Accordance with the Provisions of N.J.S.A. 40A:5A-7 with Respect to a Proposed Financing to Provide for the Issuance of Obligations of the Authority (the “Resolution”)

Motion moved by Commissioner Sedehi and seconded by Commissioner Rainwater to adopt Resolution #2017-42.

Discussion

Executive Director Brightman stated that the Local Finance Board requires that this resolution be passed and the board members must sign an affidavit stating that they have reviewed the Local Finance Board’s letter with their recommendations. She further stated that the Finance Board reviewed the NJCC loan terms and found them to be reasonable. They did not have any recommendations.

Executive Director Brightman went on further to say that the Borough of Highland Park must adopt a resolution approving the HPHA to borrow money. The resolution was sent to Liaison Hersh and is scheduled for the September meeting. We should close the RAD transaction in late September or early October. The affidavit was then circulated for signatures.

Chairman Chudnick pointed out that his name was incorrect on the resolution.

Executive Director Brightman said she will have the attorney correct the errors before submitting the documents to the Local Finance Board.

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

The Chair thereupon declared said motion approved.

- c) Reso #2017-43 – Appointing HPHA Commissioner to Serve on the Highland Park Affordable Housing Corporation

Motion moved by Commissioner Reh and seconded by Chairman Chudnick to adopt Resolution #2017-43.

Discussion

Commissioner Rainwater accepted the nomination.

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

The Chair thereupon declared said motion approved.

## **SUCH OTHER MATTERS AS MAY COME BEFORE THE BOARD**

Commissioner Methven said he wanted to let the Board know that he spoke with the garbage truck drivers about emptying the dumpster. They told him that it would be easier for them to empty it if we would remove some curbing.

Chairman Chudnick asked if there was a downside to removing the curbing.

Commissioner Reh asked that we have Larry Stecker look at it since he is an engineer to make sure the curb removal will not cause other issues as sometimes what seems to be a good idea causes other problems.

Commissioner Methven stated that the heavy rains have caused some erosion and lifting in the Kronman parking lot.

Executive Director Brightman asked that Commissioner Methven discuss it with Joe Thurston to see what could be done.

Commissioner Sedehi asked if the landscaping contract covered weeding.

Executive Director Brightman answered, no, it does not – the tenants usually do it by the flowers that they plant.

Commissioner Reh asked when the contract was up.

Executive Director Brightman answered that offhand she does not know.

Executive Director Brightman then asked if the Board had any questions for Susan Lenz.

Commissioner Sedehi asked Ms. Lenz if the NJCC loan took into account cost increase.

Ms. Lenz said the budget assumes a 2% rise in tenant rents and a 3% rise in expenses each year.

Executive Director Brightman stated that most of the Park Terrace NJCC loan is to fund the reserve account.

Ms. Lenz said \$346,000 of the \$473,500 is to fund the reserve.

Executive Director Brightman said that will be used to fund future repairs. We could also refi our loan it need be.

Counsel Corrison stated that the Capital Fund was a promise made by HUD to maintain public housing which they fell short on. The Capital Fund put money aside for future needs. The RAD reserve account is for future needs.

Executive Director Brightman reminded the Board that an independent company came in to do the RPCA which outlined 20 years of Capital need. HUD would not let us convert if we could not address the needs.

Counsel Corrison mentioned that in Fort Lee they did not count on replacing a generator until the 12<sup>th</sup> year but it had to be done now so they used the reserve fund.

Commissioner Rainwater commented that NJCC did due diligence on our loan and would not fund it if they felt it would be foreclosed.

Commissioner Martinez asked why the loan was referred to as a bond.

Ms. Lenz explained that bond means bank loan in our case the word bond and loan are used interchangeable.

Ms. Lenz stated that it was the intention to close both loans by November 30, 2017.

Housing Director Sriwardena asked Ms. Lenz about the tenant leases.

Executive Director Brightman responded that they have been done and are awaiting HUD approval.

## **PUBLIC COMMENT**

Karin Jackson, 3P, asked what repairs Kronman will be getting.

Executive Director Brightman stated that it would be a new roof, windows, sliding glass door and bathroom upgrades if we receive Federal Home Loan Bank funding.

Ms. Jackson asked if she could have a grab bar installed in her bathroom.

Executive Director Brightman answered, absolutely, just put in a work order.

M.P. asked about the lease changes.

Executive Director Brightman said the leases will be Project Based Vouchers.

Counsel Corrison stated that tenants will have an HQS inspection as well.

## **ADJOURNMENT**

Motion by Commissioner Sedehi and seconded by Commissioner Rainwater to adjourn at 6:05 PM.

All commissioners present voted in favor.

---

Donna Brightman, Exec. Director/Secretary

