

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 November 13, 2013, the hour and date duly established for the holding of said meeting.

The meeting was called to order by Chairwoman Sedehi.

Kathy Blaha read a 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 February 27, 2013, a copy of this regular meeting setting forth the date, time and location of this 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 flag was saluted.

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

PRESENT

ABSENT

Commissioners:

Mary Barnes, Commissioner
Morgan Chen, Commissioner
Charlotte Quaintance, Commissioner
Diane Reh, Commissioner
Evelyn Sedehi, Chairwoman
Amanda Thomas, Commissioner
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

Minutes

A motion to approve the minutes of the meeting held on Oct. 23, 2013 was made by Commissioner Weltman and seconded by Commissioner Chen.

Chairwoman Sedehi stated that a correction needs to be made to page 2 of the minutes as follows:

On the fourth to bottom line the word “work” should be “word.”

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

The Chair thereupon declared said motion approved.

Public Comment

Regis Methven, 3R, thanked the Authority for the Resident Council check of \$1,500.

Chairwoman Sedehi wanted to know what was budgeted.

Executive Director Brightman answered – food, supplies, decorations, VCR, etc.

Dolores Van Lieu, 4H, wanted to know if they can have holiday lights on their balconies.

Housing Manager Blaha stated that she will check with JIF.

MP wanted to know the Pest Control schedule. She also stated that when the building had a water pressure problem they put notices on doors. Why didn't they make an announcement?

Executive Director Brightman stated that she would speak with Diane Boyle.

MP also thanked the Executive Director for changing the locks on the community room doors.

Communications

Chairwoman Sedehi congratulated the staff on winning the SEMAP appeal and obtaining a perfect score. Commissioners Weltman and Barnes congratulated the staff as well.

Chairwoman Sedehi commented on the JIF dividend. Both she and Diane Reh wanted to know if we ever received one before.

Executive Director Brightman stated that JIF has issued previous dividends.

Commissioner Barnes said we didn't know about it.

Executive Director Brightman stated that she will use the dividend to offset the 2014 invoice.

Chairwoman Sedehi asked about the fire violation notice.

Executive Director Brightman said all violations were corrected.

Commissioner Reh asked about the tenant evacuation plan.

Executive Director Brightman stated that all tenants received it upon lease-up. But, just to be sure we will post it on the bulletin board.

Reports

Chairwoman Sedehi asked whether or not we received insurance money for the apartment fire at 608.

Executive Director Brightman responded that we have not.

Budget Report

Chairwoman Sedehi asked about excess utilities, sundry costs and non-routine expenses.

Section 8 Report

Commissioner Weltman asked how we were doing.

Executive Director Brightman replied that we were doing ok.

Chairwoman Sedehi asked to see an HQS inspection form.

Attorney's Report

- Two eviction cases are going to court next week.
- Attended a RAD meeting with the RAD Committee and discussed the pros and cons of establishing a non-profit organization.

Committee Reports

RAD Committee – Chairwoman Sedehi reported that the application was submitted

The Committee spoke about forming a non-profit and how much money to borrow for improvements.

Commissioner Weltman said there are two issues:

1. How much money will we borrow which will be guided by the physical needs report which is underway.
2. How do we organize ourselves – does the Authority manage the RAD voucher or do we set up a non-profit to do it, which is a major policy decision.

RESOLUTIONS

a) Reso #2013-53 – Adopting Monthly Bill List

Motion moved by Commissioner Barnes and seconded by Commissioner Thomas to adopt Resolution #2013-53.

Discussion

Commissioners Sedehi and Weltman asked if there were any unusual expenses.

Executive Director Brightman responded that there were not.

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

The Chair thereupon declared said motion approved.

b) Reso #2013-54 – Adopt the Revised Section 8 Admin. Plan

Motion moved by Commissioner Weltman and seconded by Commissioner Chen to adopt Resolution #2013-54.

Discussion

Chairwoman Sedehi asked what changed.

Housing Manager Blaha explained that the previous plan did not cover all the necessary provisions; therefore, the entire plan was rewritten.

Commissioner Weltman asked if it was patterned after Woodbridge.

Executive Director Brightman responded that it was.

Commissioner Reh asked when it was last changed.

Executive Director Brightman responded that she did not know the answer.

Commissioner Weltman asked if HUD reviews this.

Executive Director Brightman stated that it is sent to HUD but they do not approve it.

Counsel Corrison explained that the plan does allow for some discretion.

Commissioner Weltman asked for an example.

Counsel Corrison replied: foster children and whether or not income would be counted and whether or not they were part of the household.

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

The Chair thereupon declared said motion approved.

Second Public Comment

MP asked about upgrading the water heaters as there is not enough hot water.

MP asked why the public phone was removed.

Regis Methven responded that it was abused so the previous administration removed it.

Nancy Bernstein, 5R, asked about the three upcoming vacancies and whether or not people would be transferred or would new tenants come in and will background checks be done.

Executive Director Brightman stated that both will happen and criminal background checks are done on all prospective tenants.

ADJOURNMENT

Motion by Commissioner Morgan and seconded by Commissioner Reh to adjourn at 7:10 PM.

All commissioners present voted in favor.

Donna Brightman, Exec. Director/Secretary