

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 6:40 PM on Oct. 8, 2014, the hour and date duly established for the holding of said meeting.

The meeting was called to order by Executive Director Brightman.

Runi Sriwardena 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 December 17, 2013, 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 flag was saluted.

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

PRESENT

Commissioners:

Morgan Chen, Commissioner  
Steve Chudnick, Commissioner  
Charlotte Quaintance, Commissioner  
Amanda Thomas, Commissioner

Council Liaison:  
Susan Welkovits

Administration:  
Donna Brightman, Executive Director  
Mike Yannuzzi, Maintenance Manager-WHA  
Runi Sriwardena, Housing Director-HP

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

ABSENT

Commissioners:

Evelyn Sedehi, Chairwoman  
Diane Reh, Commissioner  
Burton Weltman, Commissioner

Administration:  
Kathy Blaha, Housing Director-WHA

Minutes:

A motion to approve the minutes of the regular meeting held on Sept. 10, 2014 was made by Commissioner Chudnick and seconded by Commissioner Morgan.

Discussion:

There was an error in the minutes that was brought up by Commissioner Chudnick. It should read that he abstained on the vote of the minutes of 9/10/14.

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

The Chair thereupon declared said motion approved.

Public Comment:

Juan Ratliff, family housing, asked about the camera system at the family site.

Executive Director Brightman stated that 3 of the 5 are working – South Sixth, parking lot and court yard.

Commissioners Chudnick and Morgan asked about the other two.

Executive Director Brightman stated that they are very costly to repair.

Juan Ratliff continued to say that tenants' guests were hanging out in the parking lot.

M.P. asked Councilwoman Welkovits if she could get the smoking cessation class from Rutgers to come to the building. She also inquired about having someone come to the building to educate tenants on diabetes, general nutrition and how to care for pets.

Housing Manager Sriwardena stated that she will refer the matter to Kettley.

Councilwoman Welkovits stated that she will talk to the Board of Health about the above. She also noted that they have some of these things at the senior center.

M.P. stated that some people can't get out and they need to come to the building.

Dolores Van Lieu, 4H, asked if another handicap space could be created by the gazebo.

Maintenance Manager Yannuzzi stated that the space was too small to do that.

Communications - none

Reports:

Executive Director Brightman's report:

Executive Director Brightman asked if there were any comments/questions.

Commissioner Thomas asked about the Section 8 briefing.

Housing Manager Sriwardena explained that 10 people at a time are called in and the program requirements are explained to them.

Commissioner Chen asked about the dumpsters.

Maintenance Manager Yannuzzi answered that 3 are on order – 2 for the family site and 1 more for the senior building.

Attorney's report:

Counsel Corrison reported that he went to court today with a failure to comply with a repayment agreement case. The tenant will pay the amount. He also stated that he worked with the Borough Attorney to update the housing authority ordinance.

Councilwoman Welkovits stated that the Borough should pass it at their next meeting.

Staff reports:

Commissioner Morgan stated that he really enjoyed the newsletter this month.

Committee reports - none

RESOLUTIONS

a) Reso #2014-31 – Annual Update of HCV Utility Allowance

Motion moved by Commissioner Chen and seconded by Commissioner Thomas to adopt Resolution #2014-31.

Discussion

Executive Director Brightman explained that this is a housekeeping reso that is done every year.

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

The Chair thereupon declared said motion approved.

b) Reso #2014-32 – Adopt Revisions to ACOP to Include the Lump Sum Award of VA Benefits in the List of Excluded Income

Motion moved by Commissioner Chen and seconded by Commissioner Chudnick to adopt Resolution #2014-32.

Discussion

Executive Director Brightman stated that this is a HUD rule change.

Commissioner Chen pointed out that the reso said WHA instead of HA.

Executive Director Brightman stated that it will be corrected.

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

The Chair thereupon declared said motion approved.

c)     Reso #2014-33 – Adopting Monthly Bill List

Motion moved by Commissioner Chen and seconded by Commissioner Chudnick to adopt Resolution #2014-33.

Discussion

Commissioner Thomas questioned the payment for Bill Snyder's training.

Executive Director Brightman stated it's required that staff obtain this certification within one year.

Commissioner Chudnick questioned the cost of landscaping.

Executive Director Brightman stated that she was obtaining quotes and would compare them with current costs for the BOC to decide a course of action.

Commissioner Chudnick questioned the sewer bill.

Executive Director Brightman stated it was for both sites.

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

The Chair thereupon declared said motion approved.

d)     Reso #2014-34 – Reso to Accept the Audit for FYE 3/31/14

Motion moved by Commissioner Chen and seconded by Commissioner Thomas to adopt Resolution #2014-34.

## Discussion

Executive Director Brightman stated that there were no audit findings.

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

The Chair thereupon declared said motion approved.

New Business – none

## Second Public Comment

M.P. stated this is the best place she has ever lived in.

Dolores Van Lieu, 4H, asked if they could use the municipal lot to park in.

Executive Director Brightman stated that anyone can park in handicap spaces with the appropriate placard. She said she would not advise people to use the lot as they very well might get ticketed.

Councilwoman Welkovits stated that she sent Housing Manager Sriwardena a flyer on how to protect yourself from the various viruses going around. One must wash their hands for 20 seconds – hand sanitizers do not prevent viruses. She mentioned that an event was going to be held to educate people about service animals and that she will send Housing Manager Sriwardena the information.

Nancy Bernstein, 5R, said she was still having an issue with her neighbor.

Executive Director Brightman asked that she speak to Housing Manager Sriwardena about this matter.

Tom Nolan, 3N, asked about the upcoming Veteran's program.

Ms. Sriwardena said he will receive an invitation as well as the Board members and that the event will take place on November 6<sup>th</sup>.

Executive Director Brightman stated that Housing Manager Sriwardena does an outstanding Veterans' celebration.

Mr. Ratliff asked if he could attend and Ms. Sriwardena answered, yes.

## **ADJOURNMENT**

Motion by Commissioner Chen and seconded by Commissioner Thomas to adjourn at 7:11PM.

All commissioners present voted in favor.

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Donna Brightman, Exec. Director/Secretary