

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 Conference Room of the S.J. Kronman Apartments located at 242 South Sixth Avenue, Highland Park, NJ at 6:00 PM on August 13, 2018, the hour and date duly established for the holding of said meeting.

The meeting was called to order by Chairman Chudnick.

Executive Director Brightman 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 6, 2018, 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

ABSENT

Commissioners:

Steve Chudnick, Commissioner
Raysa Martinez, Commissioner
Regis Methven, Commissioner
Donald Monk, Commissioner
William Rainwater, Commissioner
Evelyn Sedehi, Commissioner
Diane Reh, Chairwoman

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

Council Liaison:
Matthew Hersh

Administration:

Donna Brightman, Executive Director

Administration:
Runi Sriwardena, Housing Director

RESOLUTIONS

- a) Reso #2018-38 – Award Change Order #1 for the Roof Replacement at Samuel J. Kronman in the Amount of \$55,318.00

Motion moved by Commissioner Monk and seconded by Commissioner Rainwater to adopt Resolution #2018-38.

Discussion

Commissioner Reh inquired about the specification/code change.

Executive Director Brightman stated that the architect that prepared the roof specs is Element Architectural Group. After the specifications were prepared the code changed, specifically, the energy code which requires additional insulation on the roof. Element revised the existing roof specs and the roof contractor priced the change which resulted in our increase of \$55,318.00.

Commissioner Monk asked if there was still a contingency fund in the budget.

Susan Lenz replied, yes.

Commissioner Martinez stated that she felt this was a large increase in the price and she would have preferred to see a timeline from the architect that documented when the specs were prepared and when the code changed. She further stated that if the Executive Director felt comfortable with the change, she would agree to it.

Executive Director Brightman stated that both she and Maintenance Director Stecker reviewed the code change. She went on to say that the specs were in fact prepared before the code change as she researched it herself. She further added that Element could have informed the Authority of the change sooner than they did.

Commissioner Methven stated that in his work, at the church, he sees code changes on a regular basis.

Commissioner Reh stated that she agreed with Commissioner Martinez that she would have liked to see more of an explanation of the change from the Architect as the roof specs were not easy to decipher.

Executive Director Brightman stated that she agrees and added that we have been requiring a lot of paperwork from our A/E's and contractors on behalf of NJHMFA and they have really all gone above and beyond in the process so she did not want to push the issue.

Commissioner Monk mentioned that the RAD Committee met prior and the idea of having the RAD Committee transition into a finance committee was discussed.

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

The Chair thereupon declared said motion approved.

ADJOURNMENT

Motion by Commissioner Sedehi and seconded by Commissioner Reh to adjourn at 6:15 PM.

All commissioners present voted in favor.

Donna Brightman, Exec. Director/Secretary