

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 April 13, 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  
William Rainwater, Commissioner  
Diane Reh, Commissioner  
Evelyn Sedehi, Commissioner

Authority General Counsel:

Terrence Corriston, Esq., Breslin & Breslin

Council Liaison:

Matthew Hersh, Liaison (left at 7 PM)

Administration:

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

Minutes:

A motion to approve the minutes of the regular meeting held on March 8, 2017 was made by Commissioner Sedehi and seconded by Commissioner Reh.

Discussion – changes on March minutes:

Page 2 – Vote on minutes – Commissioner Monk was absent and Commissioner Sedehi abstained (votes were reversed)

Page 3 – Commissioner Martinez questioned if environmental, part 58, was correct.

Executive Director Brightman responded, yes.

Page 4 – Commissioner Martinez pointed out that the next to last sentence should read prohibitive not prohibited.

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

The Chair thereupon declared said motion approved.

Public Comment I

Karin Jackson, 3P, stated that she had a good time today at the Resident Council luncheon. They had Italian hot dogs. She also stated that she enjoys Bonnie’s Café.

Communications - none

Executive Director’s Report

Executive Director Brightman noted that items from the March meeting were followed up on.

Commissioner Sedehi inquired as to where the thermostat covers were going?

Executive Director Brightman responded on all thermostats, including the hallways.

RAD Report

Chairman Chudnick thanked Councilman Hersh for following through on obtaining the signatures on the environmental, part 58 forms.

Executive Director Brightman reported that she and Susan Lenz went before the HOME Committee to make a case for funding. She asked Councilman Hersh to put in a good word with the Freeholders.

Councilman Hersh stated that he had to leave early to attend a Board of Health Committee Meeting.

Housing Director Sriwardena asked that Councilman Hersh let the Board know that she is willing to sponsor smoking cessation classes at the Kronman building for the tenants.

Executive Director Brightman informed the Board that the Park Terrace project has been moved into closing position. She further stated that she made a special request to NJHMFA for an allocation of 4% tax credits as there is no formal round this year.

Commissioner Monk asked what this year meant.

Executive Director Brightman responded that it is for all of 2017.

Commissioner Monk inquired about the status of the Kronman roof.

Executive Director Brightman responded that it was holding up and there were no leaks during the recent rain storm.

Executive Director Brightman asked Councilman Hersh to reach out to the Borough attorney as a new PILOT agreement has to be negotiated for Kronman.

Councilman Hersh responded that he would do that.

Executive Director Brightman stated that she saw Tony Marchetta from NJHFMA at the Woodbridge groundbreaking and that she felt hopeful about obtaining a special allocation of funding. She further stated that both deals must close by November as the voucher clock starts every January 1.

Commissioner Monk questioned why there has not been any fallout about not having a four percent tax credit round.

Executive Director Brightman responded that the fallout will most likely occur in the 9% credit round due in May.

Commissioner Martinez asked if the Board should send a letter to legislators concerning the proposed federal budget cuts.

Commissioners Martinez and Chudnick volunteered to work on a letter.

Executive Director Brightman, Counsel Corrison and Councilman Hersh stated they would send them samples of letters sent by other organizations.

Commissioner Rainwater inquired as to why there were zeros on the PHAS score report.

Executive Director Brightman responded because we are pending a RAD conversion and are not rated in these areas.

Attorney Report:

Counsel Corrison stated that he had no report but asked the Board if they heard about the City of Passaic whereby they opened their list and 8,000 people showed up in one day to obtain an application. This gives you an idea of the housing need.

Accountant Report - nothing to report

Housing Manager Sriwardena's Report

Chairman Chudnick inquired about Housing Manager Sriwardena's letter to the tenants.

Housing Manager Sriwardena's responded that she does this for the tenants that do not attend the quarterly tenant meetings so that they know what was discussed and can stay informed.

Chairman Chudnick inquired as to whether or not the situation was improving in the front of the Kronman building with drivers and pickups.

Housing Manager Sriwardena responded that Commissioner Reh was working with the Police on the issue.

Councilman Hersh stated that Officer Panacheli has been out on leave and has just returned. He stated that he would set up a meeting with himself and Housing Manager Sriwardena to address the problem.

Chairman Chudnick commented that Joe Thurston has been doing a good job as a watch dog since he moved into Park Terrace.

Chairman Chudnick asked Housing Manager Sriwardena to put out a notice to the tenants about the bulk pickup date.

Chairman Chudnick inquired about Housing Manager Sriwardena's letter for Easter Seals protesting funding cuts.

Housing Manager Sriwardena said they appreciated her letter and that she has not heard any updates.

Chairman Chudnick publically thanked Jeff Marder for the good job he did with the snow removal.

Commissioner Reh asked about the snow blowers and whether or not we kept any inventory of equipment and service schedules.

Executive Director Brightman responded that, yes, we do have an inventory of equipment and its proposed life. She further stated that it was most unfortunate that both snow blowers broke during the recent storm as the heavy weight of this snowfall caused them both to malfunction. They have been serviced and are in good working order now.

### Committee Reports

#### Tenant Relations:

Commissioner Martinez reported that she handed out to the Board a summary of her and Commissioner Sedehi's tenant commissioner interviews. Three residents sent letters of consideration and they sent two for recommendations to the Mayor and Council for consideration.

#### Building and Grounds:

Commissioner Reh reported that she hopes to get the Police department to look at the driveway turnaround situation.

### Resolutions

a) Reso #2017-22 – Designate a Custodian of Records/Criminal Records

Motion moved by Commissioner Sedehi and seconded by Commissioner Rainwater to adopt Resolution #2017-22.

### Discussion

Executive Director Brightman stated that resolutions #2017-22 and #2017-23 were being done due to Kathy Blaha's retirement May 1<sup>st</sup>.

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

The Chair thereupon declared said motion approved.

b) Reso #2017-23 – Re-Designate a Custodian & Cost of Government Records

Motion moved by Commissioner Sedehi and seconded by Commissioner Rainwater to adopt Resolution #2017-23.

Discussion

Commissioner Reh asked if the charges were the same as the Borough.

Counsel Corrison stated that the charges are regulated by State Statute.

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

The Chair thereupon declared said motion approved.

c) Reso #2017-24 – Adopting Monthly Bill List for March 2017

Motion moved by Commissioner Sedehi and seconded by Commissioner Rainwater to adopt Resolution #2017-24.

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

The Chair thereupon declared said motion approved.

New Business

Commissioner Reh stated that the Borough has a paper shredding truck coming in May and the residents should be informed of the date in case they have papers to shred.

Housing Manager Sriwardena stated that she would do that.

Executive Director Brightman stated that she was able to get a computer donated for the tenants in the Kronman building.

Commissioners Rainwater and Reh stated that the Wi-Fi was not working in the community room.

Executive Director Brightman said she would address it.

Chairman Chudnick announced that there was a new doctor in the house and presented Commissioner Martinez with a bouquet of flowers for obtaining her PHD and all congratulated her.

Second Public Comment

Dee Donnelly, 1H, asked about the coupons in January.

Executive Director Brightman responded vouchers, not coupons, and explained that HUD only authorizes the project based vouchers for January 1<sup>st</sup> starts.

M.P. stated that New Brunswick has a smoking cessation institute but all you get is voice mail. She also stated that she wanted to get a person to come speak to the residents about diabetes but has been unsuccessful so far. She mentioned that Elizabeth Ortiz (p/t receptionist) is wonderful.

Karin Jackson asked Housing Manager Sriwardena to ask residents to stop letting people in the building that don't live here and to put something in the newsletter.

Counsel Corrison responded that perhaps the resident council can help residents with suggestions on what to say to people instead of letting them in and not appearing to be rude.

## **ADJOURNMENT**

Motion by Commissioner Sedehi and seconded by Commissioner Reh to adjourn at 7:22 PM.

All commissioners present voted in favor.

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Donna Brightman, Exec. Director/Secretary