

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 July 24, 2013, the hour and date duly established for the holding of said meeting.

The meeting was called to order by Chairwoman Sedehi and the Notice of Compliance with the Open Public Meetings Act P.L. 1975, C.231 was read by Kathy Blaha.

The flag was saluted.

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

PRESENT

ABSENT

Commissioners:

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Morgan Chen, Commissioner
Charlotte Quaintance, Commissioner
Diane Reh, Commissioner (6:35 PM)
Evelyn Sedehi, Chairwoman
Burton Weltman, Commissioner

Mary Barnes, Commissioner
Amanda Thomas, Commissioner

Council Liaison:

Susan Welkovits (6:45 PM)

Authority General Counsel:

Terrence Corriston, Esq., Breslin & Breslin

Administration:

Donna Brightman, Executive Director
Mike Yannuzzi, Maintenance Manager
Kathy Blaha, Housing Director

Public Comment

Juan Ratliff, 219 South Sixth Ave., spoke about non-residents parking in the lot without a parking sticker.

Executive Director Brightman responded that the Highland Park Police are now authorized to tow unauthorized cars and that he needs to call the police when it occurs again.

Mr. Ratliff also spoke about overcrowding in a certain apartment.

Executive Director Brightman stated that we do not talk about specifics at Board meetings and asked that he please discuss this with Kathy Blaha privately.

Dolores Van Lieu, 4H, stated that despite the signs in the laundry room, people are still using the facilities at 11:15 PM and she feels it's not fair.

MP stated that her cabinets were installed today and they did a great job. She also stated that children are playing unsupervised in the parking lot and by the dumpster and someone is going to get hurt.

A motion to approve the minutes of the meeting held on June 12, 2013 was made by Commissioner Weltman and seconded by Commissioner Reh.

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

The Chair thereupon declared said motion approved.

COMMENTS ON COMMUNICATIONS

Chairwoman Sedehi commented on Kathy Blaha's follow-up letter to waiting list applicants. She commented that the administration tried to sponsor a get together with the Park Terrace residents but it had to be cancelled due to the lack of interest. She also stated that every Board member received a reminder call from Lauren Adams about tonight's meeting. She informed the board that the police are now authorized via title 39 to tow unauthorized vehicles from HPHA parking lots. She thanked Councilwoman Welkovits for making this happen. She also informed the board that Commissioner Quaintance was reappointed to another term through 9/1/18.

REPORTS

Chairman Sedehi commented about the Executive Director's reports and changing the washer/dryer doors to open differently.

Councilwoman Welkovits reported that the celebration honoring Bob MacKinney has been postponed until October.

Executive Director Brightman spoke about the insurance claim settlement from the flood last August and stated that she was going to reimburse the Borough \$3,000 for expenses incurred.

Commissioner Reh asked where the microphone was.

Executive Director Brightman stated that she neglected to bring it.

Commissioner Chen asked how the residents that ride motorcycles felt about Kathy Blaha speaking to them.

Ms. Blaha replied that they were receptive.

Commissioner Weltman asked Counsel Corrison if we needed to go into Executive Session to discuss the Executive Director's recommendation to give the staff an increase.

Counsel Corriston responded that we do not as it must be done in open session.

Commissioner Chen made a motion that was seconded by Commissioner Reh to give the staff an \$850.00 increase retroactive back to April 1, 2013. All the commissioners that were present voted in the affirmative. This resolution number will be 2013-42 and will be found under old business in the next BOC packet.

Chairwoman Sedehi pointed out that Mr. Katchen provided a budget to actual report and asked if he could come to the next meeting.

Executive Director Brightman stated he will come when we get the audit report.

There was a question about the voucher budget being 42% of salary at one month.

Executive Director Brightman stated that she would check on this.

Chairwoman Sedehi directed the Board's attention to Commissioner Chen's memo regarding the fire alarm system.

Commissioner Morgan stated that he met with the Fire Dept. to discuss the issue of too many false alarms. He explained that the Fire Dept. suggested that we change our current system to a localized call system. He felt that we have a state of the art system and that it should not be changed as it would not be prudent. He further stated that there were other ways in which to cut down on the calls such as awareness through education and door signs.

Councilwoman Welkovits stated that it was expensive for the Fire Dept. to come out on false alarms.

Commissioner Weltman asked how the alarms occur.

Executive Director Brightman stated that if a tenant burns toast and it gets smoky, residents open their door to the hallway which then sets off the alarm. Furthermore, tenants need to be educated not to open the door to the hallway but to open their sliding door instead. She stated that there were 14 calls in a one year period. She also stated that there were repeat offenders and that Kathy Blaha will speak to them.

Counsel Corriston suggested that for stove fires, we might want to research replacing the coils to limit the temperature.

RESOLUTIONS

a) Reso #2013-39 – Adopting Monthly Bill List

Motion moved by Commissioner Chen and seconded by Commissioner Reh to adopt Resolution #2013-39.

Discussion

Commissioner Weltman asked why the kitchen payments were so high.

Executive Director Brightman replied that they are almost finished with the job.

Councilwoman Welkovits asked about check #12213 – MAC painting.

Executive Director Brightman stated that it was for painting the kitchens at Park Terrace.

Councilwoman Welkovits also asked about check #12215 – State Police

Executive Director Brightman stated that we have to pay for criminal background checks for prospective tenants.

Commissioner Morgan asked why the postage bill was so high.

Executive Director Brightman stated that letters went out to inform people of their status on the waiting list.

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

The Chair thereupon declared said motion approved.

b) Reso #2013-40 – Authorizing the E.D. to Pay the Monthly Bill List for August 2013

Motion moved by Commissioner Reh and seconded by Commissioner Chen to adopt Resolution #2013-40.

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

The Chair thereupon declared said motion approved.

c) Reso #2013-41 – Awarding the Samuel J. Kronman Resident Council \$1,500 Annually

Motion moved by Commissioner Reh and seconded by Commissioner Weltman to adopt Resolution #2013-41.

Discussion

Commissioner Morgan asked what the money would be used for.

Executive Director Brightman stated that they must submit a budget for her approval and that it must be for building-wide activities.

ROLL CALL: Barnes Chen Quaintance Reh Sedehi Thomas Weltman
AYES: Chen Quaintance Reh Sedehi Weltman

NAYS: None
Abstain: None
Absent: Barnes Thomas

The Chair thereupon declared said motion approved.

Second Public Comment

MP stated that fire alarms were preventative and no fire occurred. She wanted to know if everyone will receive new water efficient toilets and energy efficient air/heat units.

Executive Director Brightman stated as funding allows and that right now only turnover units receive them.

Nancy Bernstein, 5R, thanked Commissioner Morgan for his work on the fire alarm system and that she spoke to the Fire Dept. and the resident training should take place shortly. She also stated that most calls are from burnt toast because people fall asleep.

Juan Ratliff wanted to know when we write letters how come there are not repercussions.

Executive Director Brightman explained the process for eviction and that all information was confidential.

Maggie Ferber, 5C, stated that people were not smoking in the gazebo but all around it and too close to the back door.

ADJOURNMENT

Motion by Commissioner Reh and seconded by Commissioner Weltman to adjourn at 7:25 PM.

All commissioners present voted in favor.

Donna Brightman, Exec. Director/Secretary