

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 March 11, 2015, the hour and date duly established for the holding of said meeting.

The meeting was called to order by Chairwoman Reh.

Mary Barnes, former commissioner, lead the pledge of allegiance.

Housing Director 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 January 14, 2015, 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.

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

PRESENT

ABSENT

Commissioners:

Morgan Chen, Commissioner
Steve Chudnick, Commissioner
Charlotte Quaintance, Commissioner
Diane Reh, Chairwoman
Evelyn Sedehi, Commissioner
Amanda Thomas, Vice Chair
Burton Weltman, Commissioner

Council Liaison:

Joshua Fine

Administration:

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

Administration:

Kathy Blaha, Housing Director-WHA

Authority General Counsel:

Terrence Corriston, Esq., Breslin & Breslin

Guest:

Mary Barnes, Former Board Member

Minutes:

A motion to approve the minutes of the regular meeting held on February 11, 2015 was made by Commissioner Sedehi and seconded by Commissioner Weltman.

Discussion

A correction needs to be made regarding the minutes of February, 2015 as follows:

It was noted by Commissioner Sedehi that the meeting was called to order by Chairwoman Reh, not herself.

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

The Chair thereupon declared said motion approved.

At this time Chairman Reh presented a plaque to Mary Barnes for her outstanding service as a Commissioner from 1992 to 2014.

Board members thanked her for her service.

Executive Director Brightman thanked her for her service and her commitment to the residents of Highland Park.

Mary Barnes expressed her appreciation for the plaque and stated she enjoyed her tenure as a commissioner.

Public Comment:

Karin Jackson stated that she was sorry for complaining during the flood repairs. She mentioned that the hallways are clean and she is happy.

Theresa Newsome, former Section 8 tenant, was present to complain about her alleged unlawful termination from the program.

Debra Glen, a friend of the above, came to vouch for Theresa stating she was a good mother.

Executive Director Brightman stated that she would look into her termination and get back to her.

Joanne Rogers complained that the first floor washer and dryer were being used by other residents as they watch T.V.

Communications:

- Capital Fund Award
- Annual Plan Renewal

- Borough Ordinance – Executive Director Brightman stated that the Borough updated the ordinance that created the Housing Authority in order to comply with changes in the law and that this was Commissioner Sedehi’s initiative.
- Call multiplier system – Executive Director Brightman reported that it is now in place .

Reports:

- Runi’s report – Commissioner Weltman asked about the complaint made to the Board of Health.

Ms. Sriwardena stated that it was over a clogged drain.

Commissioner Weltman asked about the intern.

Ms. Sriwardena explained that she works at the senior center.

Commissioner Chudnick asked about the snow clearance.

Ms. Sriwardena stated that it was a tough job as Gus Patino got hurt and was put on light duty.

- Josh Fine apologized for being late and reported that he spoke to Council President Susan Welkovits about the dumpsters not being placed on their pads correctly. The DPW acknowledged the issue.

He also reported that the food pantry was being relocated to Borough Hall and that the DARE building was being returned to the HPHA.

- Committee Reports – Commissioner Chen reported that the RAD Committee met with Ron Wong from Community Builders. The RAD program was discussed in general. The Committee expressed interest in being involved in the development of downtown.

Commissioner Weltman asked for an update on the non-profit.

Executive Director Brightman said it was filed with the State of NJ.

Attorney’s report – none

Accountant’s report – none

RESOLUTIONS

a) Reso #2015-13 - Adoption of Medical Marijuana Policy

Motion moved by Commissioner Chudnick and seconded by Commissioner Thomas to adopt Resolution #2015-13.

Discussion

Commissioner Chudnick asked for an explanation.

Executive Director Brightman stated that the HPHA would not evict a current tenant if they were authorized to use medical marijuana.

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

The Chair thereupon declared said motion approved.

a) Reso #2015-14 – Landscape Contractor

Motion moved by Commissioner Weltman and seconded by Commissioner Chen to adopt Resolution #2015-14.

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

The Chair thereupon declared said motion approved.

b) Reso #2015-15 – Adopting Monthly Bill List

Motion moved by Commissioner Weltman and seconded by Commissioner Chen to adopt Resolution #2015-15.

Discussion:

Commissioner Chen questioned the amount of money spent on Dunigan Plumbing.

Maintenance Manager Yannuzzi stated that this was a plumbing problem beyond the staff's ability to correct it.

Chairman Reh commented that she felt the bill for calcium chloride was high.

Commissioner Weltman asked if there was anything unusual on the bill list.

Executive Director Brightman stated that there is not.

Chairman Reh stated that Cable Vision was being paid twice and asked if this was a duplicate.

Executive Director Brightman stated that they were for different months.

Commissioner Chudnick stated that he registered for classes at Rutgers.

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

The Chair thereupon declared said motion approved.

c) Reso #2015-16 – Write-off Uncollectable Rent Balances

Motion moved by Commissioner Sedehi and seconded by Commissioner Thomas to adopt Resolution #2015-16.

Discussion

Commissioner Weltman asked for a clarification on the collection agency and its scope of services.

Executive Director Brightman stated that these write-offs had been submitted to the collection agency.

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

The Chair thereupon declared said motion approved.

New Business - none

Second Public Comment

M.P. suggested that Ms. Sriwardena put a note in the newsletter asking tenants to be patient when repairs are being done. She stated that she was upset about Gus Patino leaving as he has a great work ethic.

Karin Jackson thanked Mike Yannuzzi for plowing the snow between the cars.

M.P. asked if any new projects were on the horizon.

Executive Director Brightman stated not until we get RAD.

Executive Director Brightman stated that she wanted to give the staff a \$1,000 cost of living raise for April.

Commissioner Weltman stated that he would be more comfortable with a formal resolution.

Commissioner Sedehi asked what the staff received last year and if evaluations were done.

Executive Director Brightman responded 2% and yes, evaluations were in the process of being completed.

Executive Director Brightman said she was interviewing for the position of Maintenance Manager.

Commissioner Sedehi said the Personnel Committee will interview the top candidates.

ADJOURNMENT

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

All commissioners present voted in favor.

Donna Brightman, Exec. Director/Secretary