

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 9, 2016, the hour and date duly established for the holding of said meeting.

The meeting was called to order by Chairwoman Reh.

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 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:

Morgan Chen, Commissioner
Matthew Hersh, Commissioner (6:35 PM)
Raysa Martinez, Commissioner
Donald Monk, Commissioner
Diane Reh, Chairwoman

Council Liaison:

Joshua Fine (7:15 PM to 7:50 PM)

Administration:

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

Authority General Counsel:

Terrence Corriston, Esq., Breslin & Breslin

ABSENT

Commissioners:

Steve Chudnick, Commissioner
Evelyn Sedehi, Commissioner

Minutes:

A motion to approve the minutes of the regular meeting held on February 10, 2016 was made by Commissioner Monk and seconded by Commissioner Martinez.

Discussion

Chairwoman Reh asked if the minutes were correct in identifying Bonnie Bonanno as a tenant.

Executive Director Brightman responded, yes, she is a tenant at Samuel Kronman.

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

The Chair thereupon declared said motion approved.

Public Comment:

M.P. asked about the RAD Committee report distributed by Commissioner Monk and if the tenants will be getting walk-in showers.

Commissioner Monk stated that it was discussed as a long-term plan.

M.P. asked about the windows and doors.

Chairwoman Reh stated that it is part of the plan.

Juan Ratliff, Apt. #219, family housing, stated that his neighbor's shower water is still leaking into his bathroom and he is getting aggravated.

Housing Director Sriwardena responded that Joe Thurston has been there several times and that the problem was resolved but then re-occurred. She will send the plumber.

Mr. Ratliff stated that the apartments should be inspected for pests more often than quarterly.

Communications: none

Executive Director Brightman's report:

Commissioner Monk asked about why the budget was rejected and not on the agenda.

Executive Director Brightman clarified that the budget was not rejected but needs to be approved by the State. Furthermore, that the approval was received today which was too late to put it on the agenda. It will be considered in April and Bill Katchen will attend the meeting.

Chairwoman Reh inquired about the Capital Grant.

Executive Director Brightman stated it is slightly more than last year.

Counsel Corrison stated that although it is more money the ratio of money to the need is not being met by the federal government.

Staff Reports – no comments

Committee Reports

Chairwoman Reh thanked Commissioner Chen for setting-up the HPHA Facebook page.

Commissioner Chen stated that currently he is the only page administrator and that he would list Commissioner Hersh as well. He stated that the correct protocol will be followed in posting.

RAD Committee

Commissioner Monk handed out a summary of the RAD Committee meeting (see attached.) A lengthy discussion ensued around the merits of remaining public housing or converting to RAD. There was concern voiced about tax credits and the investor's ownership. There was a discussion about the amount of work being considered and whether or not additional work items could be added.

Counsel Corrison gave an explanation of how the RPCA works.

Commissioner Hersh stated that he is seeking additional input from entities that have converted within the State. He reached out to the Housing and Community Development Network of NJ to seek their input.

Executive Director Brightman stated that the Board needs to ask themselves if they want to remain in public housing.

It was decided to continue on with the RAD process but not to make any major decisions.

Chairwoman Reh directed the Board's attention to the article in the NJNAHRO newsletter written by Bill Snyder about RAD.

Personnel Committee

The Personnel Committee met and reviewed the staff's salary history and recommended a \$900 raise effective 4/1/16.

RESOLUTIONS

- a) Reso #2016-12 – Authorizing the Submission of the Housing Authority of the Borough of Highland Park Capital Fund Program (CFP) Formula Grants Amendment

Motion moved by Commissioner Monk and seconded by Commissioner Hersh to adopt Resolution #2016-12.

Discussion

Executive Director Brightman stated that this is an increase from \$115,939 to \$120,503. We have to submit a yearly plan to HUD detailing our activities. We must also solicit tenant input.

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

The Chair thereupon declared said motion approved.

b) Reso #2016-13 – Designate Official Newspapers 4/1/16 – 3/31/17

Motion moved by Commissioner Martinez and seconded by Commissioner Chen to adopt Resolution #2016-13.

Discussion

Councilman Fine asked if we could also advertise with the Highland Park Planet.

Executive Director Brightman stated that she would instruct the staff to do so.

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

The Chair thereupon declared said motion approved.

c) Reso #2016-14 – Authorizing a Salary Increase of \$900 Effective 4/1/16 for all Employees

Motion moved by Commissioner Chen and seconded by Commissioner Martinez to adopt Resolution #2016-14.

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

The Chair thereupon declared said motion approved.

d) Reso #2016-15 - Reso to Write-off Uncollectable Rent Balances

Motion moved by Commissioner Martinez and seconded by Commissioner Chen to adopt Resolution #2016-15.

Discussion

Executive Director Brightman stated that this is a housekeeping issue prior to the year-end for the audit. She explained that this was a tenant that was evicted owing rent.

Counsel Corrison stated that this is a very small amount to write-off.

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

e) Reso #2016-16 - Adopting Monthly Bill List for February 2016

Motion moved by Commissioner Chen and seconded by Commissioner Martinez to adopt Resolution #2016-16.

Discussion

Commissioner Chen asked about AFA.

Executive Director Brightman explained that it was the fire strobe lights.

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

The Chair thereupon declared said motion approved.

f) Reso #2016-17 – Reso to Resubmit Consolidated Annual Contribution Contract Forms #53012 A and B to HUD

Motion moved by Commissioner Hersh and seconded by Commissioner Monk to adopt Resolution #2016-17.

Discussion

Executive Director Brightman explained that the original ACC could not be located hence we need to execute a new one.

Counsel Corrison explained that HUD must have the ACC for RAD closings.

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

The Chair thereupon declared said motion approved.

New Business

Chairwoman Reh stated that she forwarded an article that Commissioner Martinez had sent her to the Board concerning lead paint at the Chicago Housing Authority.

A discussion ensued about the presence of lead paint in the buildings. Members were concerned about the tenants on Section 8 and the housing units they were occupying as it is aged housing stock.

Councilman Fine reported that in the last five years there have been no complaints about lead paint. He further reported that the Borough is expecting a report on water testing shortly. He went on to state that the Borough sponsored a resolution to be sent to the State asking for additional dollars for lead remediation.

Executive Director Brightman stated that HUD has lead paint regulations governing public housing and Section 8. She stated that she would provide the Board with the Section 8 guidelines and samples of inspection reports.

Second Public Comment

Juan Ratliff, Apt. #219, family housing, reported that unauthorized cars were in the lot.

Chairwoman Reh stated that he needs to inform the office.

Dee Donnelly, Apt. #1H, asked how RAD will affect the tenants.

Executive Director Brightman stated it's a financial transaction with no effect on the tenants.

M.P. stated there is a lot of detail about the RAD repairs and that we should take pictures.

Executive Director Brightman stated that the physical needs report does have pictures.

Nancy Bernstein, Apt. #5R, asked if our roof is flat. She noted that one of the police officers has a tar company.

Executive Director Brightman stated that job needs to be put out to bid and it will be advertised.

M.P. asked if there is a problem with the roof.

Executive Director Brightman responded that there is not and that the report is intended to measure the structural life of the building systems and the roof needs to be replaced within the next five years.

Maintenance Manager Yannuzzi stated that furniture was piling up and it's in the Park Terrace parking lot.

Commissioner Monk complimented the publisher of the newsletter and Commissioner Martinez' poem.

ADJOURNMENT

Motion by Commissioner Chen and seconded by Commissioner Monk to adjourn at 8:05 PM.

All commissioners present voted in favor.

Donna Brightman, Exec. Director/Secretary