

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 February 14, 2018, 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 20, 2017, a copy of the notice of this meeting setting forth the date, time and location of this rescheduled 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, Chairman  
Regis Methven, Commissioner  
Donald Monk, Commissioner  
William Rainwater, Commissioner  
Diane Reh, Commissioner  
Evelyn Sedehi, Commissioner

Raysa Martinez, Vice Chair

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

Council Liaison:  
Matthew Hersh, Liaison (6:37 PM)

Administration:

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

Minutes:

A motion to approve the minutes of the reorganization meeting held on January 10, 2018 was made by Commissioner Reh and seconded by Commissioner Sedehi.

Discussion

Correction to page 2 – the motion was moved by Commissioner Sedehi not Commissioner Martinez.

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

The Chair thereupon declared said motion approved.

A motion to approve the minutes of the regular meeting held on January 10, 2018 was made by Commissioner Sedehi and seconded by Commissioner Methven.

Discussion

Correction to pages 5 and 6 – Commissioner Monk was not absent.

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

The Chair thereupon declared said motion approved.

Public Comment I - None

Communications - None

Executive Director's Report:

Executive Director Brightman gave an update on RAD.

Park Terrace – We are waiting to see if HUD will grant us permission to use reserves to pay for the windows while we wait for the FHLB money. If not, we need to borrow additional money from NJCC. If we can use reserves, we can close in March. If we need additional funds from NJCC, we need another 3 months as the additional loan needs to follow their approval format.

Executive Director Brightman stated that she did pursue alternate financing; however, NJCC was still in our best interest although it became a moot point as the local finance board said we would need to go back to them for approval if we changed lenders.

Commissioner Rainwater asked about Ms. Lenz's loan comparison spread sheet.

Executive Director Brightman responded that it was in our best interest to continue with NJCC.

Samuel Kronman – We are scheduled to close with NJHMFA and PNC in April then we can proceed with the RAD closing. We are waiting to get the final pricing on the vents and bathrooms as NJHMFA will not close without final numbers.

Attorney Report :

Counsel Corrison stated that he filed an eviction for non-payment of rent and that a lock-out would be scheduled.

Accountant Report - nothing to report

Staff Reports:

Housing Director's Report:

Commissioner Rainwater asked if we needed to adopt stricter procedures for move-outs because of the garbage issue.

Housing Director Sriwardena responded that this was an unusual case where there were two move-outs due to deaths whereby family members lived out-of-state and they left a lot of garbage behind.

Executive Director Brightman stated that Commissioner Methven was working with Councilman Hersh to revisit the bulk pick-ups rather than waiting for the assigned day.

Commissioner Sedehi asked if we could add a fee to move-outs.

Counsel Corrison responded, no, we can only withhold security deposits.

Commissioner Sedehi commented that despite Kettly's reduced hours, she was still seeing a lot of tenants.

Executive Director Brightman responded that we are lucky to have Kettly Gilles on staff.

Committee Reports:

Building and Grounds: Commissioners Methven and Reh reported that the committee met to discuss Park Terrace and the window installation. Ten apartments will require casement windows as opposed to double-hung due to the building codes egress requirements. These windows are located in bedrooms which will present a problem with using air conditioners.

The committee met to discuss alternatives and to date the best solution seems to be cutting a hole in the exterior wall creating air conditioning sleeves.

The Kronman building was discussed as well and it was stated that bids are out and we are awaiting responses that are due 2/23 so that we can obtain final numbers for the budget. Concerns were raised about having enough funding to repair the vent system.

### RAD

Commissioner Monk stated that he met with Susan Lenz and Executive Director Brightman to discuss the Park Terrace RAD financing. He expressed concern about closing the RAD deal as soon as possible due to the impending federal budget.

Counsel Corrison stated that the new budget calls for a 40% reduction in public housing operating funds and the elimination of the capital fund. He stated that as much as we have these issues with RAD deals it is still the best option due to the cuts.

Commissioner Reh stated that she attended the open house.

Housing Director Sriwardena stated that about a dozen people came.

Commissioner Reh stated that Friday and Saturday interfered with the Sabbath and perhaps next time we should pick another date.

### Resolutions

- a) Reso #2018-5 – Award Contract for Electrical Repair Contractor to Lou’s Electric Co. from 2/1/18 – 1/31/20

Motion moved by Commissioner Sedehi and seconded by Commissioner Rainwater to adopt Resolution #2018-5.

### Discussion

Commissioner Rainwater asked when premium rates are paid.

Maintenance Manager Yannuzzi stated that the rates apply for weekends and holidays.

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

The Chair thereupon declared said motion approved.

b) Reso #2018-6 – Adopting Monthly Bill List

Motion moved by Commissioner Rainwater and seconded by Commissioner Reh to adopt Resolution #2018-6.

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

The Chair thereupon declared said motion approved.

c) Reso #2018-7 – Reappoint HPHA Commissioner to HPAHC

Motion moved by Commissioner Sedehi and seconded by Commissioner Rainwater to adopt Resolution #2018-7.

Discussion

Commissioner Monk asked for an explanation of how the appointments are made.

Executive Director Brightman responded that the HP BOC has three appointments which are made by the BOC and the remaining three are selected by the HPAHC and the remaining slot is the Council Liaison to the HPHA.

Executive Director Brightman reminded the commissioners that a HPAHC meeting is scheduled for 2/20/18 at 7 PM.

Commissioner Reh asked if when we convert would the buildings fall under the hotel and multiple dwelling code.

Council Corrison replied, yes.

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

The Chair thereupon declared said motion approved.

d) Reso #2018-8 – Reso Authorizing & Directing the HPHA to Prepare and Submit an Application for Approval of Direct Subsidy from the FHLB in Connection with the RAD Project (Park Terrace)

Motion moved by Commissioner Rainwater and seconded by Commissioner Sedehi to adopt Resolution #2018-8.

Discussion

Chairman Chudnick asked if the reso required a signature.

Executive Director Brightman replied that it does not.

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

The Chair thereupon declared said motion approved.

### New Business

Executive Director Brightman stated that the Admin. Plan was revised to comply with RAD. It will be on the website for review and scheduled for approval at April's BOC meeting.

Housing Director Sriwardena mentioned that the waiting list for Kronman was brought up at the Borough Department Head meeting. There was confusion as to why some applicants moved up quicker on the list than others. She explained the residency preference and point system to the group.

### Second Public Comment

Karin Jackson, apt. #3p, stated that even though she stopped feeding the squirrels they still come to visit her. She doesn't want to be accused of feeding them.

M.P. stated that we should find the person that planted all the oak trees that attract the squirrels and that we need to share the planet. She asked if the HPHA was still subject to PHAS inspections.

Executive Director Brightman answered, no, once we convert to RAD.

M.P. inquired as to when the showers would be installed.

Executive Director Brightman answered in the fall.

M.P. asked what the problem was with the vents.

Executive Director Brightman responded not all of them are hooked up.

Karin Jackson stated that she is always cleaning the laundry room on her floor as people don't clean-up after themselves.

Commissioner Sedehi suggested that she have a meeting with everyone on the floor.

Executive Director Brightman stated that a mock window was being installed in 6P on Friday.

M.P. commented that Jeff Marder keeps the hallways clean.

Ms. Jackson stated that people need to wipe their feet.

## **ADJOURNMENT**

Motion by Commissioner Monk and seconded by Commissioner Reh to adjourn at 7:18 PM.

All commissioners present voted in favor.

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Donna Brightman, Exec. Director/Secretary