

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 June 13, 2018, the hour and date duly established for the holding of said meeting.

The meeting was called to order by Commissioner Martinez.

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 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

ABSENT

Commissioners:

Commissioners:

Raysa Martinez, Commissioner
Donald Monk, Commissioner
Diane Reh, Chairwoman
Evelyn Sedehi, Commissioner
William Rainwater, Commissioner

Steve Chudnick, Commissioner
Regis Methven, Commissioner

Council Liaison:

Matthew Hersh

Authority General Counsel:

Terrence Corriston, Esq., Breslin & Breslin
(6:35 PM)

Administration:

Donna Brightman, Executive Director
Runi Sriwardena, Housing Director
Mike Yannuzzi, Maintenance Mgr. WHA

Minutes:

A motion to approve the minutes of the regular meeting held on May 9, 2018 was made by Commissioner Reh and seconded by Commissioner Monk and upon roll call the vote was as follows:

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

The Chair thereupon declared said motion approved.

A motion to approve the minutes of the special meeting held on May 24, 2018 was made by Commissioner Monk and seconded by Commissioner Rainwater and upon roll call the vote was as follows:

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

The Chair thereupon declared said motion approved.

Public Comment I: None

Communications: None

Director's Report:

Executive Director Brightman directed the Board's attention to the status of the off-line unit.

RAD Update:

Executive Director Brightman reported that the RAD closing for Park Terrace was on 5/31/18. She stated that a copy of the promissory note from NJCC is attached to her report. She asked that the commissioners please note the interest rate of 6.475%. Also attached are the minutes of the pre-construction meeting with L.S. Engineering.

Commissioner Monk asked about where the funds from the NJCC loan were going and whether or not there was any pre-payment opportunity.

Executive Director Brightman reported that most of the NJCC loan was going to fund the cost of issuance and in the replacement reserve account very little is used for construction! The BOC might recall that the construction is largely funded by the FHLB funds. Since these funds are not readily available, we obtained permission from HUD to use reserve funds.

Commissioner Rainwater asked if this was documented.

Executive Director Brightman stated that it is.

Commissioner Monk asked for specifics about the loan. He wanted to know where the funds are being held and at what interest rate.

Executive Director Brightman responded that they are at TD Bank and that she was not sure of the rate.

Executive Director Brightman suggested that this be discussed with the committee so that all the questions can be addressed.

Commissioner Monk added that the committee will report to the BOC members.

Commissioner Reh asked the committee to see if there was a draw schedule for the funds.

Commissioner Monk noted the need for separate bill lists.

Commissioner Monk responded that he will schedule a committee meeting.

Executive Director Brightman reported that all the paperwork for Kronman was submitted to NJHMFA. They are now requesting an additional appraisal of the property.

Executive Director Brightman noted that NJHMFA did accept the roof prototype after initially denying it. She also reported that one of the A/E firms refused to comply with NJHMFA paperwork and LS Engineering agreed to take over.

Executive Director Brightman stated that we are in the transitional pattern until both projects close, especially with finances.

Attorney's Report:

Counsel Corrison reported that he settled a case for eviction rather than going to court.

Account's Report: none

Staff:

Director of Housing's Report:

Commissioners Reh and Rainwater inquired about the Easter Seal replacement.

Housing Director Sriwardena reported that Bonnie used all of her time and Easter Seals agreed to fund another resident, Patricia Nash, with an increase in hours. Therefore, the S.K. Café will continue. She thanked the BOC members who donated to the Café.

Commissioner Sedehi asked about the seamstress.

Housing Director Sriwardena reported that a seamstress comes to the individual apartments and the residents pay her to do alterations.

Commissioner Sedehi inquired about the podiatrist.

Housing Director Sriwardena stated that tenants make their own arrangements and they go to individual apartments rather than in a community space

Commissioner Monk asked if the landscaping had improved.

Housing Director Sriwardena replied that there are still issues such as the duration between cuts and no mulch has been put down despite the request for it.

Commissioner Rainwater asked if they were in violation of their contract.

Housing Director Sriwardena stated it's hard to determine because there has been so much weather related issues. However, we really need to meet with them to express our displeasure.

Committee Reports:

Commissioner Monk reported that he has been working with Christina Smolder at the WHA on the phone bills. He feels that we can significantly reduce our expenditures as much as 50 percent for phone, internet and cable.

Commissioners Sedehi and Reh commented to Commissioner Monk that they have been trying to do this for a long time and commended him for working on this.

Commissioner Sedehi reported on the on-call unit. (see Director's report)

RESOLUTIONS

a) Reso #2018-30 – Approve a Four Day Workweek for the Months of July and August 2018

Motion moved by Commissioner Sedehi and seconded by Commissioner Reh to adopt Resolution #2018-30.

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

The Chair thereupon declared said motion approved.

b) Reso #2018-31 –Reso by the HPHA to Amend the By-Laws

Motion moved by Commissioner Sedehi and seconded by Commissioner Monk to adopt Resolution #2018-31.

Discussion

Commissioner Rainwater asked if not having two meetings in the summer would adversely affect operations.

Executive Director Brightman answered that it would not.

Commissioner Rainwater also stated that the conference call meeting text should be a subset of the special meeting section.

Commissioner Sedehi asked if email votes were permissible
Counsel Corrison responded, no, the public must be included in the process according to the Open Public Meetings Act and email does not allow this to happen.

There was considerable discussion about whether or not the public comment section should be divided between agenda items only and non-agenda items.

Commissioner Reh asked if phone call votes could be limited as a member could call in and never appear in person.

Counsel Corrison responded that the BOC does not appoint the members and; therefore, it is not our job to police it, it is the appointing entities responsibility.

Executive Director Brightman stated that it is difficult to coordinate all these comments and suggested that a Committee be formed.

Commissioner Martinez volunteered to coordinate the committee.

The motion was rescinded and the resolution was tabled.

c) Reso #2018-31 – Adopting Monthly Bill List for May 2018

Motion moved by Commissioner Rainwater and seconded by Commissioner Sedehi to adopt Resolution #2018-31.

Discussion

Commissioner Monk pointed out the different phone charges that would be reduced with the change to voice over.

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

The Chair thereupon declared said motion approved.

New Business - none

Public Comment II

Debbie Bradley, 2M, stated that she does not know what is going on at the meeting and it's not fair that the tenants have no say on the resolutions. She further stated that 100 people live here and 3 minutes to speak is not enough. She also stated that she is unclear as to who to discuss issues with. She asked if she brings them to the meeting or to Runi Sriwardena. She also inquired about getting screens for the gazebo.

Executive Director Brightman responded that the HP business information is disseminated to the tenants at the tenant meetings and that this meeting is for the BOC to conduct their business.

Commissioner Martinez also pointed out that Commissioner Methven is the tenant commissioner and he can answer questions/concerns as can the resident council.

Commissioner Rainwater asked if the agenda and resolutions are on the website and if copies could be made for the tenants in advance.

Commissioner Reh stated that reading the BOC minutes might help.

Commissioner Martinez requested that we educate tenants about our website.

Tom Nolan, 3H, inquired as to why we have two comment periods. He also inquired as to whether or not the washers will be of a larger capacity.

Housing Director Sriwardena responded, same size, as we have now.

Karin Jackson, 3P, stated that the hill behind the building keeps washing dirt down to the building and it might get in the generator. She stated that we need to plant there.

Commissioner Martinez stated that we have had complaints in the past about that area.

Commissioner Reh questioned as to how to proceed – call Rutgers?

Commissioner Rainwater commented that whatever goes there needs to be deer resistant.

Executive Director Brightman stated that Commissioner Methven had previously volunteered to look into this matter.

Mr. Nolan asked about the TV roof antennae.

Housing Director Sriwardena responded that it is being addressed.

Raymond Jones, 6D, asked how many Board of Commissioner members there are.

Executive Director Brightman responded that there are 7.

Mr. Jones asked how they get replaced.

Counsel Corrison responded by the Mayor, Council and Governor.

ADJOURNMENT

Motion by Commissioner Sedehi and seconded by Commissioner Reh to adjourn at 7:20 PM.

All commissioners present voted in favor.

Donna Brightman, Exec. Director/Secretary