

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 October 11, 2018, the hour and date duly established for the holding of said meeting.

The meeting was called to order by Chairman Chudnick.

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 September 18, 2018, 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:

Steve Chudnick, Chairman  
Raysa Martinez, Commissioner  
Regis Methven, Commissioner  
Donald Monk, Commissioner  
Diane Reh, Commissioner  
Evelyn Sedehi, Commissioner

ABSENT

Commissioners:

William Rainwater, Commissioner

Council Liaison:

Matthew Hale

Authority General Counsel:

Terrence Corriston, Esq., Breslin & Breslin  
(6:50 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 September 13, 2018 was made by Commissioner Sedehi and seconded by Commissioner Methven and upon roll call the vote was as follows:

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

The Chair thereupon declared said motion approved.

Comments

Commissioner Reh asked that people be referred to by their given names as opposed to nicknames.

Commissioner Sedehi asked if the laundry issue was addressed.

Executive Director Brightman responded that it was.

Public Comment I: none

New Business:

Commissioner Methven stated that the windows have been installed at Park Terrace.

Communications:

Chairman Chudnick noted that the Council reappointed Commissioners Monk and Rainwater.

Attorney's Report:

Counsel Corrison stated there are two tenants from Park Terrace in litigation.

Commissioner Sedehi asked for details.

Counsel Corrison responded that we should discuss the matter in executive session.

Account's Report: none

Executive Director's Report:

Executive Director Brightman stated that the laundry pricing was addressed and there is now only one price for a load of wash and the drying cycle was extended to 60 minutes.

Commissioner Reh wanted to know the amount of the check from the Borough for the dumpster damage.

Executive Director Brightman stated that the windows were replaced at Park Terrace and that the issue of putting air conditioners in some units still exists. The A/E is looking into the matter as tenants do not like the portable air conditioning units.

Commissioner Monk asked if the trailer is going to be removed.

Housing Director Sriwardena said it was used to store the windows and should be removed shortly.

Housing Director Sriwardena also mentioned that the dumpsters and recycling are overflowing due to the holiday schedule.

Commissioner Reh informed the BOC that there is an app you can download by zip code that gives you recycling information called recycle coach.

Executive Director Brightman stated that she was still trying to close Kronman by November. She went on to say that she had a call with Spectrum to go over the required LITC paperwork. She stated that PNC has agreed to let us do the initial work with Spectrum's sign-off on the files. This will save us a considerable amount of money.

Commissioner Monk asked about the appraisal.

Executive Director Brightman said PNC wanted a new appraisal to support the acquisition cost. However, the cost should be less than \$5,000. She mentioned that our deal was approved at the NJHMFA board meeting on 9/20 and was not subject to the Governor's veto.

Executive Director Brightman further reported that she was in contact with the HUD attorney in reference to using the reserve fund to meet PNC's liquidity requirement.

#### Staff Reports:

##### Housing Director's Report:

Commissioner Sedehi inquired about the bed bugs.

Housing Director Sriwardena stated that it was caught early and it's under control.

Commissioner Sedehi commented about the excessive toothpaste build-up.

Commissioner Sedehi asked about the fire pits at Park Terrace.

Housing Director Sriwardena replied they were grills, not fire pits.

Chairman Chudnick inquired about the legal issues.

Housing Director Sriwardena replied that they are pending and Counsel Corrison is handling the matters.

Commissioner Reh asked how long have these matters been going on.

Counsel Corrison stated that we cannot discuss the matter in public session.

Commissioner Monk asked if the attorney's reporting changes due to the RAD conversion.

Counsel Corrison replied, no.

Commissioner Sedehi inquired about hair care by Lori in Kettly's report.

Housing Director Sriwardena explained that Lori is a hairdresser and she comes here for people who cannot get out.

Commissioner Sedehi asked if others are allowed to come in to service tenants.

Housing Director Sriwardena replied, yes.

Commissioner Sedehi asked what PRAB stood for.

Housing Director Sriwardena replied Puerto Rican Action Board and they assist tenants with their heating bill.

#### Committee Reports:

Building & Grounds: Commissioners Reh and Methven reported that the windows were installed at Park Terrace.

#### RESOLUTIONS

a) Reso #2018-43 – Reso Amending the Contract for RAD Financial Services Advisor for Susan V. Lenz, LLC

Motion moved by Commissioner Sedehi and seconded by Commissioner Martinez to adopt Resolution #2018-43.

#### Discussion

Commissioner Monk asked what the total was.

Executive Director Brightman replied \$65,000. She stated that the items in the contract that were added on, such as the FHLB, were discussed at prior meetings but the contract was never amended.

Commissioner Monk asked if the contract was subject to procurement.

Executive Director Brightman stated the contract was procured.

Counsel Corrison stated it's professional services so it does not have to be bid.

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

The Chair thereupon declared said motion approved.

b) Reso #2018-44 – Reappoint HPHA Commissioner to Serve on the HPAHC

Motion moved by Commissioner Sedehi and seconded by Commissioner Reh to adopt Resolution #2018-44.

Discussion

Executive Director Brightman stated that Commissioner Rainwater was appointed prior and this resolution just reflects his new term as appointed by the Borough council.

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

The Chair thereupon declared said motion approved.

c) Reso #2018-45 – Adopting Monthly Bill List for September 2018

Motion moved by Commissioner Sedehi and seconded by Commissioner Martinez to adopt Resolution #2018-45.

Discussion

Chairman Chudnick asked what the payment for a CNA was.

Executive Director Brightman replied the RPCA had to be updated to a CNA tool.

Commissioner Sedehi asked about the copier bills.

Executive Director Brightman replied that one bill is for the monthly lease, the second for a repair.

Commissioner Sedehi asked Housing Director Sriwardena to look into a PSE&G conservation program for the tenants as the bills are high.

Commissioner Monk asked if this bill was just for Kronman.

Housing Director Sriwardena answered, yes.

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

The Chair thereupon declared said motion approved.

d) Reso #2018-46 – Revision of Flat Rents

Motion moved by Commissioner Sedehi and seconded by Commissioner Reh to adopt Resolution #2018-46.

Discussion

Executive Director Brightman said this is housekeeping issue and the flat rents will go away once Kronman is converted to RAD.

Commissioner Reh asked how many tenants were on flat rent.

Housing Director Sriwardena answered, three.

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

The Chair thereupon declared said motion approved.

e) Reso #2018-47 – Accept Audit

Motion moved by Commissioner Sedehi and seconded by Commissioner Reh to adopt Resolution #2018-47.

Discussion

Chairman Chudnick commented that there were no findings.

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

The Chair thereupon declared said motion approved.

Old Business – none

Public Comment II

Deborah Bradley, 2M, asked why the PRAB energy assistance will no longer be available.

Housing Director Sriwardena replied because when the RAD conversion is completed, the tenants will not pay for utilities.

Angela Perone, 1J, asked when will RAD close.

Executive Director Brightman answered, hopefully, in November.

Dee Donnelly, 1H, asked what repairs will be done.

Executive Director Brightman answered windows, roof, bathrooms, lighting and PTAC units.

Ms. Bradley asked if her rent will change with RAD.

Executive Director Brightman replied, no.

Commissioner Reh stated that she was a guest at a 100<sup>th</sup> birthday party and the topic of conversation was Samuel Kronman for whom our building is named after.

A motion was made by Commissioner Sedehi and seconded by Commissioner Reh to go into Executive Session to discuss legal matters and all present voted in favor. This took place at 7:15 PM.

Regular Session resumed at 7:27 PM.

Counsel Corrison reported that legal matters were discussed during Executive Session.

#### **ADJOURNMENT**

Motion by Commissioner Sedehi and seconded by Commissioner Reh to adjourn at 7:30 PM.

All commissioners present voted in favor.

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Donna Brightman, Exec. Director/Secretary