

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 for a Regular Session on a GoToMeeting.com/join/410676429 or by calling 1-872-240-3311 at 6:30 PM on June 11, 2020, the hour and date duly established for the holding of said meeting.

The meeting was called to order by the Chair, Raysa Martinez.

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

PRESENT

ABSENT

Commissioners:

Ruby Hope, Commissioner
Raysa Martinez, Chair
Regis Methven, Commissioner
William Rainwater, Commissioner
Diane Reh, Commissioner
Evelyn Sedehi, Commissioner

Authority General Counsel:

Terrence Corriston, Esq., Breslin & Breslin

Council Liaison:

Stephany Kim-Chohan

Administration:

Donna Brightman, Executive Director
Runi Sriwardena, Housing Director

Public Comment I: none

New Business:

Executive Director Brightman stated that the 5 Year Plan was submitted to HUD and approved.

Communications: none

Attorney's Report: none

Accountant's Report: None

Executive Director's Report:

Executive Director Brightman reported that the Township of Woodbridge has started the sidewalk and railing repair at Park Terrace. Hopefully, we will complete this by July and then obtain our final FHLB drawdown.

She stated that we are still doing closing paperwork for Kronman. HMFA is completed awaiting final close-out on their part. PNC is not complete as we still need an audit.

Staff Reports:

Housing Director Sriwardena reported that she has been busy with rent changes as so many tenants have lost their jobs. To date, Kronman has had seven COVID cases resulting in two fatalities and five recoveries. Staff will be returning to the office with limited tenant contact.

Chair Martinez commented that she was grateful for the donations of face coverings and the Borough's purchase of the backpack sanitizing machine.

Housing Director Sriwardena asked Councilwoman Kim-Chohan to let the Council know how helpful the Chinese Assoc. was in donating the face coverings.

Commissioner Sedehi stated they also helped the food pantry.

Chair Martinez asked if letters of thanks had been sent.

Housing Director Sriwardena answered, yes. She did send thank you notes.

Commissioner Reh stated that she had a photo of the group if Housing Director Sriwardena would like it for the newsletter.

Chair Martinez thanked Kettly Giles for helping the tenants in this stressful situation of isolation.

Committee reports:

Commissioner Sedehi asked if a new HPHA member has been selected yet.

Councilwoman Kim-Chohan said it was in progress and should be approved on 6/23/20.

Commissioner Sedehi stated that we should continue to look as we may need more candidates.

RESOLUTIONS

a) Reso #2020-22 – Adopting Monthly Bill List for April 2020

Motion moved by Commissioner Sedehi and seconded by Commissioner Hope to adopt Resolution #2020-22.

Discussion:

Commissioner Hope inquired about the criminal background checks.

Housing Director Sriwardena stated that all applicants must have a background check.

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

The Chair thereupon declared said motion approved.

b) Reso #2020-23 – Adopting Monthly Bill List for May 2020

Motion moved by Commissioner Sedehi and seconded by Commissioner Rainwater to adopt Resolution #2020-23.

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

The Chair thereupon declared said motion approved.

Old Business: None

Public Comment II: None

Comments:

Commissioner Methven commented on the Authority's hand sanitizers at the entrances and said it was a good thing.

Housing Director Sriwardena stated that she was looking for a part-time receptionist.

Commissioner Sedehi stated that she wanted to thank the food pantry for helping our tenants with food.

ADJOURNMENT

Motion by Commissioner Sedehi and seconded by Commissioner Rainwater to adjourn at 6:58 PM.

All commissioners present voted in favor.

Donna Brightman, Exec. Director/Secretary