

# 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/308107133](https://www.gotomeeting.com/join/308107133) or by calling 1-872-240-3311 at 6:30 PM on September 10, 2020, the hour and date duly established for the holding of said meeting.

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

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 on September 3, 2020 and again on September 7, 2020 with a revised agenda.

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

## PRESENT

Commissioners:

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

Council Liaison:

Stephany Kim-Chohan – 6:44 PM

Counsel:

Terrence Corrison, Esq., Breslin & Breslin

Administration:

Donna Brightman, Executive Director  
Runi Sriwardena, Housing Director

Chairwoman Martinez welcomed Jason Postelnik to the BOC.

Counsel Corrison asked if both commissioners were administered the oath of office and both replied affirmatively.

Minutes:

A motion to approve the minutes of the regular meeting held on July 16, 2020 was made by Commissioner Sedehi and seconded by Commissioner Rainwater.

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

The Chair thereupon declared said motion approved.

Public Comment I: none

Commissioner Martinez inquired as to how tenants are being informed of the meetings.

Executive Director Brightman stated that a notice is posted on the bulletin board.

Chairwoman Martinez commented that the tenants were active at the public comment period and now we don't hear from anyone.

Commissioner Postelnik suggested that perhaps they receive a Nixle message like the Borough sends out.

Executive Director Brightman stated that perhaps we could put a suggestion/question box out that would be read at the public portion.

Housing Director Sriwardena stated that she would send a notice to the tenants to invite their participation.

New Business: none

Communications: none

Attorney's Report:

Counsel Corrison asked Housing Director Sriwardena how tenant rent payments were going.

Housing Director Sriwardena stated that there were two problem cases.

Counsel Corrison stated that the four month federal eviction moratorium ended on July 24<sup>th</sup>. However, the CDC put forth an order to bar evictions through the end of year to stop the spread of COVID-19. He encouraged Housing Director Sriwardena to try to work with the tenants so that they do not get too far behind as eventually they will have to pay the back rent due.

Accountant's Report: None

### Executive Director's Report:

Chairwoman Martinez inquired as to what the CARES funding can be used for as she understands that it could be used to assist tenants.

Executive Director Brightman stated that the CARES Act has a wide range of eligible expenditures from paying for staff members' children's day care to paying for tenants to go to doctor visits. She further stated that she is trying to keep the expenses simple as these funds will be audited. These funds are being used for sanitizing, security equipment and computer equipment.

Chairwoman Martinez inquired as to when the RAD paperwork would be completed.

Executive Director Brightman replied, hopefully by mid-October.

A discussion ensued regarding go-to meetings vs. in-person meetings.

Councilwoman Cochan commented that the Borough was going to continue with virtual meetings as it was too difficult to control the public in terms of social distancing and how many could be present.

Chairwoman Martinez stated our community room is quite small and would not allow for many public commentators.

Executive Director Brightman stated that the tenants are skittish about outsiders in the building as recently one called HUD because the pest control people came into the building.

It was decided to continue with the virtual meetings through December.

### Staff Reports:

Commissioners Martinez and Rainwater commented on Housing Director's Sriwardena report being very comprehensive.

### Resident Services:

Commissioner Sedehi stated that Ms. Gilles does such a great job.

Commissioner Rainwater asked if there was an issue with the parking spaces.

Housing Director Sriwardena stated, no, it was just that it did not get done as the receptionist has been out for months. We just hired a replacement and Ms. Gilles pitched in to help bring it current.

Committee reports: none

### Resolutions:

a) Reso #2020-28 — Adopting Monthly Bill List for July 2020

Motion moved by Commissioner Sedehi and seconded by Commissioner Rainwater to adopt Resolution #2020-28

## Discussion

Commissioner Rainwater asked that the bill lists from the HPAHC and Kronman be sent to the BOC.

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

The Chair thereupon declared said motion approved.

b) Reso #2020-29 – Adopting Monthly Bill List for August 2020

Motion moved by Commissioner Sedehi and seconded by Commissioner Rainwater to adopt Resolution #2020-29.

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

The Chair thereupon declared said motion approved.

a) Reso #2020-30 – Annual Update of HCV Utility Allowances

Motion moved by Commissioner Sedehi and seconded by Commissioner Rainwater to adopt Resolution #2020-30.

## Discussion

Executive Director Brightman explained that this is housekeeping as every year the utility rates have to be reviewed for the Section 8 program.

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

The Chair thereupon declared said motion approved.

a) Reso #2020-31 – Reso Authorizing COVID-19 Stipend

Motion moved by Commissioner Rainwater and seconded by Commissioner Methven to adopt Resolution #2020-31.

## Discussion

Executive Director Brightman stated it is a good thing to recognize the job that the staff did during the COVID-19 lockdown.

Commissioner Rainwater agreed.

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

Old Business: none

Public Comment II: None

## **ADJOURNMENT**

Motion by Commissioner Sedehi and seconded by Commissioner Reh to adjourn at 7:05 PM.

All commissioners present voted in favor.

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Exec. Director/Secretary