

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 [GoToMeeting.com/join/345566261](https://www.gotomeeting.com/join/345566261) or by calling 1-571-317-3122, code 345566261 at 6:30 PM on November 12, 2020, the hour and date duly established for the holding of said meeting.

The meeting was called to order by the Commissioner Rainwater, who acted as Chair.

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 November 9, 2020.

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

PRESENT

Commissioners:

Ruby Hope, Commissioner
Regis Methven, Commissioner
Jason Postelnik, Commissioner
William Rainwater, Commissioner
Diane Reh, Commissioner
(6:37 PM)
Evelyn Sedehi, Commissioner

ABSENT

Commissioners:

Raysa Martinez, Chair

Council Liaison:

Stephany Kim-Chohan

Counsel:

Terrence Corrison, Esq., Breslin & Breslin
(6:40 PM)

Administration:

Donna Brightman, Executive Director
Runi Sriwardena, Housing Director

Minutes:

A motion to approve the minutes of the regular meeting held on October 8, 2020 was made by Commissioner Sedehi and seconded by Commissioner Postelnik.

Discussion

Commissioner Postelnik pointed out a typo on page 2 as Council Corrison should read Counsel Corrison.

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

The Chair thereupon declared said motion approved.

Public Comment I: none

New Business: none

Communications:

Commissioner Rainwater stated that he thinks that there should be a summary report of the HPAHC and Kronman GP meetings during this section. He reported that the HPAHC formed two committees: a finance committee to discuss the NJCC loan and whether or not we should prepay and a Housing Committee that would look into the organizations role in development.

Commissioner Rainwater asked Commissioner Reh to report on the Housing Committee.

Commissioner Reh stated that the committee discussed buying properties, housing program opportunities and potential partners. She stated that we have some funding but may need to partner due to the lack of staff.

Executive Director Brightman added that there are things we could do that do not require much staff such as fund a first-time homebuyer's down payment program.

Attorney's Report:

Counsel Corrison reported that the State put forth the new rules regulating public meetings and that he would prepare a policy for the next meeting. He also reported that the Governor issued an Executive Order about COVID and the workplace and that we were in compliance.

Accountant's Report: None

Executive Director's Report:

Executive Director Brightman reported that there will be staff training on the new software next week. She stated that she ordered UV sanitizers for the offices and community room. She had hoped to open the community room but will not due to the rise in COVID cases.

Commissioner Postelnik asked if residents were asking to open the room.

Housing Director Sriwardena replied, no.

Woodbridge will do the snow plowing for the HPHA.

HUD conducted a VMS review and we scored well.

Executive Director Brightman stated that commissioners requested this info on HQS and that was attached to her report.

Commissioners Sedehi and Reh asked a series of questions: who performs the inspections?

Executive Director Brightman stated that it is a contracted service called Homestat.

The commissioners asked if it was a contracted bid.

Executive Director Brightman replied, yes, a professional service.

The commissioners asked if the same company does all the inspections.

Executive Director Brightman responded, yes, the PBV's and Section 8.

Commissioner Reh requested that she would like to know who failed prior to signing the rent checks.

Executive Director Brightman responded that failed units do not get checks until the unit is in compliance.

Counsel Corrison explained the process.

Housing Director Sriwardena stated that we have 145 Section 8 vouchers and 124 PBV vouchers and that they are inspected once a year throughout the year.

Executive Director Brightman stated that HUD does not allow you to do your own inspections if you are the building owner.

Commissioner Rainwater asked if we could inspect Kronman.

Executive Director Brightman responded, yes, while we still have the tax credits as HPHA is technically not the owner.

Housing Director's Report:

Commissioner Sedehi inquired about the DPW not picking-up the bulk trash and whether or not Councilwoman Kim-Chohan could help.

Housing Director Sriwardena stated that it was a misunderstanding and it was corrected.

Councilwoman Kim-Chohan stated that the bulk trash pick-up was a record and that the trucks had to go out several times in order to collect all the trash.

Committee reports: none

Resolutions:

a) Reso #2020-34 – Adopting Monthly Bill List for October 2020

Motion moved by Commissioner Sedehi and seconded by Commissioner Hope to adopt Resolution #2020-34.

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

The Chair thereupon declared said motion approved.

b) Reso #2020-35 – Award Contract for Pest Control Services to E&G Exterminators Inc. from 11/13/20 through 11/12/21 for \$8,928.00

Motion moved by Commissioner Sedehi and seconded by Commissioner Postelnik to adopt Resolution #2020-35.

Discussion

Commissioner Rainwater asked what happened.

Executive Director Brightman explained that she had an issue with the contractor and Woodbridge about service and the contractor decided to end his contract.

Commissioner Sedehi asked about the status of the bedbugs.

Housing Director Sriwardena stated that all the issues were addressed.

Commissioner Postelnik asked if the new company has been to Highland Park.

Housing Director Sriwardena responded, not yet.

Commissioner Methven stated that he has no issue with the new company being hired.

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

The Chair thereupon declared said motion approved.

Old Business: none

Public Comment II: None

ADJOURNMENT

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

All commissioners present voted in favor.

Donna Brightman, Exec. Director/Secretary