

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 <https://global.gotomeeting.com/join/276952493> or by calling 1-224-501-3412, code 276-952-493 at 6:30 PM on May 13, 2021, the hour and date duly established for the holding of said meeting.

The meeting was called to order by the Chair Rainwater.

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 HPHA website on May 6, 2021. The link above was also provided on the above.

Commissioner Rainwater asked for a moment of silence for Commissioner Regis Methven.

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

PRESENT

Commissioners:

Ruby Hope, Commissioner  
Raysa Martinez, Commissioner  
Jason Postelnik, Commissioner  
William Rainwater, Chair  
Diane Reh, Commissioner

Council Liaison:

Tara Canavera

Administration:

Donna Brightman, Executive Director  
Runi Sriwardena, Housing Director

Minutes:

A motion to approve the minutes of the regular meeting held on April 8, 2021 was made by Commissioner Reh and seconded by Commissioner Martinez.

Discussion

Chair Rainwater asked about the emails for BOC members.

Executive Director Brightman stated that they were requested by Commissioner Postelnik.

Commissioner Postelnik stated that he plans to use the email for all HPHA correspondence. There was a discussion about whether or not these would be public. It was decided that the BOC already has an existing email for public correspondence.

Councilwoman Canavera reminded the BOC that all emails are subject to OPRA requests.

Commissioner Martinez asked if a BOC member did receive an email as to how they would be informed.

Housing Director Sriwardena stated that it would be forwarded to them.

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

The Chair thereupon declared said motion approved.

Public Comment I: none

New Business:

Executive Director Brightman stated that she contacted the Mayor to inform her of the vacancy caused by Regis' passing.

Commissioner Hope asked if anyone had any recommendations for a potential resident.

Commissioner Reh asked could they be from Section 8.

Executive Director Brightman answered, yes; however, we are no longer required to have a resident as a commissioner.

Councilwoman Canavera stated that the borough has a volunteer portal that can be looked through. She also stated that she received a complement from a Section 8 tenant about how cooperative our staff is.

Communications: none

Attorney's Report:

Housing Manager Sriwardena reported that one tenant at Park Terrace has entered into a repayment agreement. The other owes over \$8,000 and is in legal.

Accountant Reports – none

Executive Director Brightman's report: none

Staff report: none

Committee report:

Commissioner Reh reported that the front of the Kronman building will be landscaped and that a memorial to Regis Methven would be put there in the form of a plaque.

Chair Rainwater reported that the HPAHC and Kronman GP meetings were held prior. We approved the bill lists and reappointed Donna Brightman as Director. He reported that no one responded to the accountant RFP. It was put out for RFP twice.

Commissioner Postelnik asked if Woodbridge had the same accountant.

Executive Director Brightman replied, yes.

Executive Director Brightman stated that she would follow-up with Christina Smolder on the third RFP.

Resolutions:

a) Reso #2021-14 – Award a Two-Year Contract for HQS Inspection Services to LSEA Corp from 6/1/21 to 5/31/23

Motion moved by Commissioner Martinez and seconded by Commissioner Hope to adopt Resolution #2021-14.

Discussion

Commissioner Martinez asked if the price was per inspection.

Executive Director Brightman replied, yes.

Chairman Rainwater asked if this was for Section 8 as well as the PBV's.

Executive Director Brightman replied, yes.

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

The Chair thereupon declared said motion approved.

b) Reso #2021-15 – Adopting Monthly Bill List for April 2021

Motion moved by Commissioner Hope and seconded by Commissioner Postelnik to adopt Resolution #2021-15.

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

The Chair thereupon declared said motion approved.

c) Reso #2021-16 – Reso of the BOC of HPHA Approving an Intergovernmental Services Agreement

Motion moved by Commissioner Reh and seconded by Commissioner Martinez to adopt Resolution #2021-16.

### Discussion

Chairman Rainwater asked if there were any changes.

Executive Director Brightman answered, no, not in the price, it's been constant for years. The only change is in the staffing.

Commissioners Reh and Martinez thanked the Woodbridge Housing Authority.

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

The Chair thereupon declared said motion approved.

### Old Business:

Commissioner Martinez asked how COVID expenses were paid.

Executive Director Brightman stated that we received a CARES allocation from HUD for about \$90,000 and that is what we are using.

Commissioner Rainwater asked if things were easing up with COVID as everyone should be vaccinated.

Housing Manager Sriwardena responded, not everyone wants the vaccine and there is no way to tell who got it and who did not. Based on hearsay, I would guess 80%.

Councilwoman Canavera stated that she does not know when the senior center will reopen and informed us that Andrea stepped down as the director.

Executive Director Brightman stated that she doesn't know what reopening the common areas looks like at this time. She is going to consult with the labor attorney.

Public Comment II: None

**ADJOURNMENT**

Motion by Commissioner Postelnik and seconded by Commissioner Rainwater to adjourn at 7:08 PM.

All commissioners present voted in favor.

The BOC wished Commissioner Hope a very happy birthday.

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Donna Brightman, Exec. Director/Secretary