

**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/790467981> or by calling 1-408-650-3123, code 790-467-981 at 6:30 PM on June 10, 2021, the hour and date duly established for the holding of said meeting.

The meeting was called to order by the Chair Rainwater at 6:33 PM and the notice of compliance was read by Executive Director Brightman.

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 June 3, 2021. The link above was also provided on the above.

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

**PRESENT**

**ABSENT**

Commissioners:

Commissioners:

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

Jason Postelnik, Commissioner

Council Liaison:

Authority General Counsel:

Tara Canavera

Terrence Corrison, Esq

Administration:

Donna Brightman, Executive Director  
Runi Sriwardena, Housing Director

**Minutes:**

A motion to approve the minutes of the regular meeting held on May 13, 2021 was made by Commissioner Reh and seconded by Commissioner Martinez.

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

Absent: Postelnik

The Chair thereupon declared said motion approved.

Public Comment I: none

New Business: none

Communications: none

Attorney's Report:

Counsel Corrison stated that he is waiting for the courts to reopen, so far cases are not being heard. The courts are requiring mandatory mediation conferences. He stated that he does not have an official reopening date, as yet.

Accountant Reports – none

Executive Director Brightman's report:

The Executive Director stated that she submitted the final payment request to the FHLB. All of the work has been completed except for the kitchen cabinets. There was concern expressed about doing the work in occupied apartments. The BOC was assured that tenants would have water and stoves restored daily.

Executive Director Brightman stated that she submitted the paperwork to PNC for the third installment payment. PNC has a requirement that the project must pass a rent stabilization test. She informed the BOC that just today she received a call from the PNC financial analyst that the project was in danger of not passing the test and suggested that we review the numbers. She explained that the test was based on the financials for January, February and March. She informed accountant Katchen who prepared the reports and he is reviewing the numbers.

Executive Director Brightman explained that if we do not pass the test, we have to ask for a waiver as NJHMFA needs to be paid. If we ask for a waiver, PNC will want something in return, most likely they will want Kronman to defer its management fee. In most circumstances, this would not be an issue but since the WHA is the management agent, so to speak, it presents a problem as the WHA is not going to want to perform these duties for no fee. She then suggested that they consider hiring a management agent.

Chairman Rainwater stated that all involved should have a say as to the solution.

Commissioner Martinez expressed her concern and inquired as to whether or not Park Terrace could absorb more of the burden.

Executive Director Brightman said that there is a ratio and Park could not absorb more.

Executive Director Brightman stressed to the BOC that PNC's stabilization requirement had nothing to do with the financial health of Kronman and that, in fact, the budget was more than healthy. However, the stabilization test is a PNC requirement. She added that Bill Katchen told her that Bergen Conty had a deal with PNC and it took them 6 years to meet the test.

Housing Director Sriwardena added that one of the issues was the cost of insurance as it was budgeted with the JIF invoice and, in fact, private insurance was almost three times as much.

Executive Director Brightman stated that she would keep everyone informed.

Staff report:

Commissioner Sedehi asked how long would the HPHA require the residents to wear masks.

Housing Director Sriwardena stated that there is no way to know who was vaccinated.

Commissioner Sedehi asked about the air purifiers.

Housing Director Sriwardena stated that they are operational.

Executive Director Brightman stated that she was waiting for JIF guidance on reopening as there have been numerous lawsuits with employees suing employers. She went on to say that she hopes to purchase new tables with partitions to keep with the social distancing.

Commissioner Martinez stated that we may want to follow the Borough's lead on reopening the senior center.

Housing Director Sriwardena stated that it is not open yet.

Commissioner Reh remarked that at least our community room has windows that can be opened.

Chairman Rainwater asked if there were plans for the BOC to meet in-person.

Executive Director Brightman replied that she is thinking in September.

Commissioner Reh remarked that despite the state mask lifting, she is seeing that most are still wearing masks.

Commissioner Hope commented that if we meet in September, we may want to be masked at our meetings.

Executive Director Brightman added that two of the WHA buildings are polling sites and the rule was that voters could be unmasked but workers had to wear masks.

Committee reports:

Chairman Rainwater stated that all should have received the proposed committee assignments that he and Commissioner Hope developed. There are 7 committees, each with 3 members. He asked each to look them over before he assigns them in July.

Executive Director Brightman and Commissioner Reh will give a brief description of each committee.

Resolutions:

a) Reso #2021-17 – Adopting Monthly Bill List for May 2021

Motion moved by Commissioner Sedehi and seconded by Commissioner Hope to adopt Resolution #2021-17.

Discussion

Chairman Rainwater thanked Executive Director Brightman for adding the frequency letter for the bill payments.

Commissioner Sedehi asked who Intrepid is?

Executive Director Brightman answered that it is our computer company.

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

The Chair thereupon declared said motion approved.

a) Reso #2021-18 – FY2021 Annual SEMAP Certification Form 52648

Motion moved by Commissioner Sedehi and seconded by Commissioner Hope to adopt Resolution #2021-18.

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

The Chair thereupon declared said motion approved.

c) Reso #2021-19 – Designate Fee Accountant from 6/1/21 to 5/31/23 to William Katchen for a Sum of \$52,800

Motion moved by Commissioner Martinez and seconded by Commissioner Hope to adopt Resolution #2021-19.

Commissioners Martinez asked about the fee.

Executive Director Brightman stated that it's \$26,400 yearly or \$2,200 monthly. She stated that Bill Katchen did not realize that his contract was up, hence the delayed renewal.

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

The Chair thereupon declared said motion approved.

Old Business:

Housing Director Sriwardena asked the BOC what they wanted to plant in Regis' memory.

Commissioner Sedehi stated that she would ask his nephew for advice on what to plant.

Housing Director Sriwardena informed the BOC that their emails were up and running. Counsel Corrison stated that it is beneficial for the BOC to use the assigned email as opposed to their personal email as it would be subject to an OPRA request.

Executive Director Brightman informed the BOC that she would like to change the July meeting to the third week as her niece is getting married.

Commissioner Hope stated that she will change the date.

Chairman Rainwater commented that all notices should go through the HP email, not personal accounts.

Counsel Corrison stated that if you forward from a personal account, it is subject to an OPRA request.

Chairman Rainwater stated that the Kronman Garden, in front, looks good.

Public Comment II: None

**ADJOURNMENT**

Motion by Commissioner Sedehi and seconded by Commissioner Reh to adjourn at 7:20 PM.

All commissioners present voted in favor.

---

Donna Brightman, Exec. Director/Secretary