

MINUTES OF A REGULAR SCHEDULED 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 Scheduled Session <https://global.gotomeeting.com/joinhttps://969847285> at 6:30 PM on January 13, 2022, the hour and date duly established for the holding of said meeting.

The notice of compliance was read by Executive Director Brightman.

The meeting was called to order by the Chairman Rainwater at 6:41 PM.

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 as follows:

<https://global.gotomeeting.com/join/969847285>

Phone: 1 (786) 535-3211

Access Code: 969-847-25

and was faxed to the Home News Tribune and Star Ledger and posted on the HPHA website on January 5, 2022.

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

PRESENT

ABSENT

Commissioners:

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

Council Liaison:
Tara Canavera

Authority General Counsel:

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

Administration:

Donna Brightman, Executive Director
Runi Sriwardena, Housing Director

Accountant:

William Katchen (left at 6:58 PM)

A motion to approve the minutes of the Regular Meeting held on December 9, 2021 was made by Commissioner Sedehi and seconded by Commissioner Hope upon roll call the vote was as follows:

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

Public Comment I:

Ellen Rosner, 242 South 6th Ave., Apt. 1G, informed the BOC that she was recording the conversation, stated that she lives on the first floor at Kronman and has a broken window. It only opens from the top and she wants it fixed. She stated that she told Ms. Sriwardena and Michael Fenster about it and it's still not fixed. She said that she would be cooperative in letting someone in to fix it. Previously, the landscapers broke her window pane while mowing the lawn and it took them over two months to put a new pane in. She stated that her window was not put in correctly and there is air that comes through.

Chairman Rainwater apologized to Ms. Rosner.

Housing Director Sriwardena responded that when the new windows were put in, they are air-tight.

Ms. Rosner stated that Michael Fenster said it was an issue with the roller. She mentioned that she has a letter from her doctor that she has an injury, and maybe she has a lawsuit. She invited the BOC to look at her window.

Chairman Rainwater asked that Executive Director Brightman and Housing Director Sriwardena look into the matter.

Ms. Rosner left the meeting.

New Business: none

Communications:

Executive Director Brightman stated that the audit was done and there were no findings.

Commissioner Sedehi asked if his recommendations will be followed.

Counsel Corrison stated that he will update the Procurement Policy.

Attorney's Report:

Counsel Corrison reported that there is still no movement in the cases for Middlesex County.

Commissioner Sedehi asked if he contacted the state to see if we had to follow the

criminal/credit law for landlords.

Counsel Corrison stated that it does not apply to us.

Commissioner Postelnik said he read it as well and agrees.

Accountant's Report:

Bill Katchen, Accountant, presented the budgets for Park Terrace and stated that it is very tight with a surplus of \$3,029 projected.

Commissioner Sedehi stated that she looked through the budget and it looks good to her.

Commissioner Reh informed Bill Katchen that Regis Methven is no longer a commissioner.

Commissioner Postelnik informed Mr. Katchen that he now has a new title.

State budget includes all the programs:

The anticipated revenues are \$2,972,050 and the total appropriations are \$2,957,757 for a projected surplus of \$14,293.

Mr. Katchen directed the BOC to page F-8 which shows a public housing management surplus of \$192,680 and a voucher surplus of \$323,881.

Mr. Katchen stated that the Authority is considerably stable as all programs have a surplus. This budget, once adopted by you, will get submitted to the state for review and then back to the BOC for final adoption.

Chairman Rainwater asked if anyone had any questions for Mr. Katchen. Hearing none, Mr. Katchen left the call.

Executive Director's report:

Commissioner Reh asked how residents were doing with wearing masks.

Housing Director Sriwardena responded, very well, they are compliant.

Commissioner Reh stated that she heard cloth masks were no longer acceptable.

Housing Director Sriwardena stated that they wear the surgical masks.

Staff reports:

Chairman Rainwater questioned the voucher report, as he thought we had a higher number.

Executive Director Brightman stated that we did; however, HUD changed the way the program is managed and it's no longer a number. It's now budget authority, so you can only put on the number of tenants you can afford and right now the number is 118.

Housing Director's report:

Commissioner Postelnik asked if we installed the door chains.

Housing Director Sriwardena responded, yes, but only for the units inspected. We still have to do the remaining apartments.

Commissioner Reh stated that we spoke about the NJHMFA inspection in our prior meeting.

Commissioner Sedehi asked if the smoke detectors were installed.

Housing Director Sriwardena responded, yes.

Commissioner Sedehi responded; didn't we already have them.

Housing Director Sriwardena replied, yes, they wanted additional ones.

Housing Director Sriwardena informed the BOC that she was having a problem with the dumpster pick-up at Park Terrace. She asked for permission to contact Council Liaison Canavera to enlist her help in having the Borough go back to individual unit garbage pick-up as the dumpster is a free-for-all. The BOC agreed.

Commissioner Postelnik stated that we need to be sure to let the maintenance staff know their work was appreciated in getting the violations addressed in a timely manner.

Committee reports:

Chairman Rainwater asked if the Personnel Committee met to review the personnel policy.

The reply was, not yet.

Executive Director Brightman stated to let her know if they wanted to review the policy as individuals or do they want her to setup a meeting.

Chairman Rainwater stated that the HPAHC and Kronman met prior to discuss budget issues. There was a discussion as to what information the HPHA BOC should get from the above two organizations. It was decided that Executive Director Brightman would send the agenda's and bill lists.

Resolutions:

- a) Reso #2022-1 – Adopting Monthly Bill List for December 2021

Motion moved by Commissioner Sedehi and seconded by Commissioner Hope to adopt Resolution #2022-1.

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

The Chair thereupon declared said motion approved.

b) Reso #2022-2 – HPHA Operating Budget Reso Approving the Budget for FY Beginning 4/1/22

Motion moved by Commissioner Hope and seconded by Commissioner Postelnik to adopt Resolution #2022-2.

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

The Chair thereupon declared said motion approved.

c) Reso #2022-3 – HPHA Budget Reso for FY 4/1/22 to 3/31/23 (State budget)

Motion moved by Commissioner Sedehi and seconded by Commissioner Reh to adopt Resolution #2022-3.

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

The Chair thereupon declared said motion approved.

d) Reso #2022-4 – Appointment of a Fund and Alternate Fund Commissioner

Motion moved by Commissioner Sedehi and seconded by Commissioner Hope to adopt Resolution #2022-4.

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

The Chair thereupon declared said motion approved.

Old Business:

Commissioner Sedehi inquired about the potential BOC commissioner vacancy.

Executive Director Brightman said yes, she did submit an application for the BOC but she has not heard back from the Mayor.

Housing Director Sriwardena stated that when she calls Councilwoman Canavera, she can ask her to follow-up on the vacancy as well.

Commissioner Sedehi asked about the pest issues.

Housing Director Sriwardena said Kronman has an ant problem. The roach issues at Park are under control.

Public Comment II: None

ADJOURNMENT

Motion by Commissioner Sedehi and seconded by Commissioner Reh to adjourn at 7:21 PM.

All commissioners present voted in favor.

Donna Brightman, Exec. Director/Secretary