

MINUTES OF THE ANNUAL REORGANIZATION/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 Reorganization/Regular Session at 6:30 PM on April 14, 2022, the hour and date duly established for the holding of said meeting.

The meeting was called to order by the Chairman Rainwater at 6:30 PM.

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 as follows:

<https://us02web.zoom.us/j/82147355206?pwd=cGV3aFo5UkVma3M3cGY3Z3FFZllnZz09>

Meeting ID: 821 4735 5206

Passcode: 657635

One tap mobile

+19292056099,,82147355206#,,,,*657635# US (New York)

+13017158592,,82147355206#,,,,*657635# US (Washington DC)

and was faxed to the Home News Tribune and Star Ledger and posted on the HPHA website on April 7, 2022.

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

PRESENT

Commissioners:

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

ABSENT

Commissioner:

Raysa Martinez, Commissioner

Council Liaison:
Tara Canavera

Authority General Counsel :
Terrence Corriston, Esq., Breslin & Breslin

Administration:

Donna Brightman, Executive Director
Runi Sriwardena, Housing Director
(left at 7 PM)

Motion to designate the Executive Director to be temporary chairperson for the Reorganization meeting was moved by Commissioner Sedehi and seconded by Commissioner Reh.

Roll Call: Hope Martinez Postelnik Rainwater Reh Sedehi
AYES: Hope Postelnik Rainwater Reh Sedehi
NAYS: None
Abstain: None
Absent: Martinez

Executive Director Brightman called for nominations for Chairperson.

Commissioner Sedehi nominated Commissioner Rainwater and this was seconded by Commissioner Reh.

Roll Call: Hope Martinez Postelnik Rainwater Reh Sedehi
AYES: Hope Postelnik Rainwater Reh Sedehi
NAYS: None
Abstain: None
Absent: Martinez

There were no more nominations for Chairperson.

Motion to close nominations for Chairperson was moved by Commissioner Hope and seconded by Commissioner Sedehi.

Roll Call: Hope Martinez Postelnik Rainwater Reh Sedehi
AYES: Hope Postelnik Rainwater Reh Sedehi
NAYS: None
Abstain: None
Absent: Martinez

Roll call to elect Chair Rainwater was moved by all commissioners that were present.

Chairman Rainwater returned to the Chair and called for nominations for Vice Chair.

Commissioner Sedehi nominated Commissioner Hope and this was seconded by Commissioner Reh.

Roll Call: Hope Martinez Postelnik Rainwater Reh Sedehi
AYES: Hope Postelnik Rainwater Reh Sedehi
NAYS: None
Abstain: None
Absent: Martinez

Motion to close nominations for Vice Chair was moved by Commissioner Postelnik and seconded by Commissioner Sedehi.

Roll Call: Hope Martinez Postelnik Rainwater Reh Sedehi
AYES: Hope Postelnik Rainwater Reh Sedehi
NAYS: None

Abstain: None
Absent: Martinez

Roll call to elect Vice Chair Hope was moved by all commissioners that were present.

Remarks:

The BOC congratulated Chairman Rainwater and Vice Chair Hope.

Minutes:

A motion to approve the minutes of the regular meeting held on March 10, 2022 was moved by Commissioner Sedehi and seconded by Commissioner Hope.

Roll Call: Hope Martinez Postelnik Rainwater Reh Sedehi

AYES: Hope Postelnik Rainwater Reh Sedehi

NAYS: None

Abstain: None

Absent: Martinez

The Chair thereupon declared said motion approved.

Public Comment: none

New Business: none

Communications:

Chairman Rainwater asked if there was any update on a new BOC member.

Executive Director Brightman stated that as requested, she sent each BOC member a listing of our Section 8 tenants. She asked if anyone knew of someone that would be interested. All responded negatively.

Executive Director Brightman stated that Council Liaison Canavera did try to call the tenant that personally expressed interest but she did not respond.

Executive Director Brightman stated that we have met our obligation in trying to find a Section 8 tenant to serve; now, the Mayor and Council are free to appoint.

Chairman Rainwater asked how come it has to be a Section 8 tenant as Regis Methven lived in Kronman.

Executive Director Brightman stated that Mr. Methven was appointed prior to the RAD conversion; therefore, he could fulfill his term. Now, we are converted and the rules state that residents with PBV are not eligible to serve. Only existing Section 8 voucher holders are eligible to serve according to the regulations.

Commissioner Reh was asked to discuss the vacancy with Mayor Mittler.

Executive Director Brightman suggested that the BOC may want to consider a member that is serving on the HPAHC board.

Executive Director Brightman stated that Lauren Adams has submitted her retirement letter effective 9/2/22.

Chairman Rainwater asked if she was going to be replaced.

Executive Director Brightman answered, yes, she needs to be replaced. She stated that she was thinking of out-sourcing a WHA person as there would be no learning curve.

Commissioner Sedehi asked what skills does the person need.

Housing Director Sriwardena stated Section 8 experience and some accounting, also knowledge of the PHA web.

Commissioner Sedehi asked for the BOC to be sent the job description.

Attorney's Report: none

Account's Report: none

Executive Director's Report:

Executive Director Brightman noted the HUD SEMAP score as High Performer.

She stated that the water bill info requested is attached to her report.

Commissioner Sedehi asked for a summary as the report is not easy to decipher.

Executive Director Brightman said that she will do that.

Commissioner Hope noted that the Park Terrace tenant that owes \$25,000 is scheduled for a court hearing on Monday.

Housing Director's report:

Chairman Rainwater asked about the meeting with Council Liaison Canavera and the DPW.

Housing Director Sriwardena responded that it has not yet taken place.

Housing Director Sriwardena noted that the county paid \$2,334 in back rent for Park Terrace tenants.

At this time, Housing Director Sriwardena left the meeting.

Chairman Rainwater informed the BOC that Kronman had two slip and fall cases. He also said that insurance premiums continue to rise.

Commissioner Sedehi stated that we were going to look into seeing if we could modify the lobby door closure so that tenants could not alter the settings, as that is what one of the slip and falls pertains to.

Commissioner Postelnik suggested partnering with other PHA's to save insurance costs.

Maintenance report:

Commissioner Sedehi stated that the report has improved and commented that it seems to have a number of drainage issues.

Executive Director Brightman stated that she will inquire with Michael about it.

Committee reports: none

Resolutions:

a) Reso #2022-9 – Adopting Monthly Bill List for March 2022

Motion moved by Commissioner Sedehi and seconded by Commissioner Postelnik to adopt Resolution #2021-9.

Roll Call: Hope Martinez Postelnik Rainwater Reh Sedehi

AYES: Hope Postelnik Rainwater Reh Sedehi

NAYS: None

Abstain: None

Absent: Martinez

The Chair thereupon declared said motion approved.

b) Reso #2022-10 – Reso Authorizing a Rent Increase in the Amount of 2.61% for Park Terrace Effective June 1, 2022

Motion moved by Commissioner Hope and seconded by Commissioner Sedehi to adopt Resolution #2022-10.

Discussion

Commissioner Postelnik asked if this effects the tenants.

Executive Director Brightman stated that it does not and that our HUD HAP tenants continue to pay 30% of their income.

Roll Call: Hope Martinez Postelnik Rainwater Reh Sedehi

AYES: Hope Postelnik Rainwater Reh Sedehi

NAYS: None

Abstain: None

Absent: Martinez

The Chair thereupon declared said motion approved.

c) Reso #2022-11 – Reso Authorizing a Rent Increase in the Amount of 3% for Samuel J. Kronman Building Effective May 1, 2022

Motion moved by Commissioner Hope and seconded by Commissioner Reh to adopt Resolution #2022-11.

Discussion

Chairman Rainwater asked what Perth Amboy has to do with the rent increase.

Executive Director Brightman explained that the rent increases must be reviewed by an independent entity in order to comply with RAD. I do Perth Amboy's and they do Woodbridge and Highland Park.

Roll Call: Hope Martinez Postelnik Rainwater Reh Sedehi

AYES: Hope Postelnik Rainwater Reh Sedehi

NAYS: None

Abstain: None

Absent: Martinez

The Chair thereupon declared said motion approved.

d) Reso #2022-12 – Reso of the BOC of HPHA Approving an Intergovernmental Services Agreement

Motion moved by Commissioner Hope and seconded by Commissioner Sedehi to adopt Resolution #2022-12.

Discussion

Commissioner Sedehi stated this is the best thing we did in contracting with Woodbridge.

Executive Director Brightman stated to the BOC that they need to be thinking about a succession plan as both she and Housing Director Sriwardena would likely retire on or before this next period ends.

Chairman Rainwater asked if HPHA could continue with the WHA.

Executive Director Brightman answered, yes, it could but that Chairman Rainwater might want to establish a committee to look into other options as well as get input from the HPAHC and Kronman boards.

Roll Call: Hope Martinez Postelnik Rainwater Reh Sedehi

AYES: Hope Postelnik Rainwater Reh Sedehi

NAYS: None

Abstain: None

Absent: Martinez

The Chair thereupon declared said motion approved.

Old Business:

Commissioner Sedehi asked about resuming in-person meetings.

Executive Director Brightman stated that she would put forth a resolution in May to resume in-person meeting in June.

Public Comment II: none

ADJOURNMENT

Motion by Commissioner Sedehi and seconded by Commissioner Postelnik to adjourn at 7:15 PM.

All commissioners present voted in favor.

Donna Brightman, Exec. Director/Secretary