

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 at 6:30 PM on July 14, 2022, the hour and date duly established for the holding of said meeting.

The meeting was called to order by 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, and sent to Borough Hall for posting as follows:

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Meeting ID: 820 3822 6576

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

PRESENT

ABSENT

Commissioners:

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

Council Liaison:
Tara Canavera

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

Administration:

Donna Brightman, Executive Director
Runi Sriwardena, Housing Director

The BOC congratulated William Malloy on his appointment to the BOC. He was sworn in today by the Mayor.

Chairman Rainwater stated that Mr. Malloy was the Deputy Attorney General when he worked at the DCA. He is a man of integrity and intellect. He did what was right for the people, not what was politically expeditious.

Commissioner Malloy stated that he is very happy to be on the board.

A motion to approve the minutes of the Regular Meeting held on June 9, 2022 was made by Commissioner Sedehi and seconded by Commissioner Hope and upon roll call the vote was as follows:

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

Discussion

Commissioner Sedehi asked about the tenant at Park Terrace that owes a lot of back rent.

Counsel Corriston stated that he filed an action to recoup the funds.

Commissioner Sedehi inquired as to the number of applications we received for the Housing Specialist position.

Executive Director Brightman responded about 20 and we selected 2 individuals; however, they both found other positions so we are back to square one.

Public Comment: none

New Business:

Chairman Rainwater stated that this is Commissioner Reh's last meeting and that her spot on the HPAHC and Kronman GP will need to be filled by the BOC.

Executive Director Brightman presented Commissioner Reh with a plaque and thanked her for her years of service, she will be missed. The BOC also thanked her.

Commissioner Reh reminisced about her time on the BOC stating that the members and tenants warm her heart. She noted all the changes and how the HPHA has moved from a closed board to one of inclusion. She congratulated William Malloy on his appointment and stated that she will miss everyone.

Communications:

Chairman Rainwater noted that the most recent minutes and bill lists from HPAHC and Kronman GP were attached. Also, an additional check signer will be needed to replace

Commissioner Reh.

Attorney's Report:

Counsel Corrison welcomed William Malloy. He stated that he filed a complaint against the Park Terrace tenant that owes the HPHA a substantial amount of money. We should be able to collect as she is gainfully employed.

Commissioner Hope asked if those cases are backlogged in court.

Counsel Corrison answered, not as much as the tenant cases.

Accountant's Report: none

Executive Director's report:

Staff reports:

Housing Director's report:

Commissioner Martinez asked about the community room usage.

Housing Director Sriwardena stated that we only allow tenants to use the room during the day with a limit of 10 people in the room. She added that tenants want to use the room at night but there is no one there to make sure they are keeping it to 10 people.

Commissioner Postelnik suggested that the BOC take a vote on whether the community room should be open at night.

Commissioner Postelnik asked Counsel Corrison if there was a liability to the HPHA if we were to open the room.

Counsel Corrison stated that it's a local policy decision.

Maintenance report:

Commissioner Sedehi commented that there always seems to be a number of clogged drains every month.

Housing Director Sriwardena responded that it is true and is due to the way the building was plumbed when it was constructed, too many bends.

Committee reports:

The personnel committee met.

The building and grounds committee is recommending that a plaque to honor former BOC commissioner, Regis Methven, be placed on the bicycle rack.

Executive Director Brightman asked for the wording so that she can get it made.

Commissioner Reh also stated that she spoke with Phil George about repairing our curbs that

were damaged by the town's garbage trucks. He has agreed to include the work. She was unsure of who was paying for it. She mentioned that Mr. George stated that right now the work has been put on hold temporarily.

Chairman Rainwater thanked Commissioners Sedehi and Reh for helping with the food deliveries.

Resolutions:

a) Reso #2022-18 – Adopt Procurement Policy

Motion moved by Commissioner Reh and seconded by Commissioner Sedehi to adopt Resolution #2022-18.

Discussion

Chairman Rainwater noted that Commissioner Sedehi had sent an email asking what was different.

Counsel Corriston responded that the policy was revised because we are no longer subject to the Federal procurement laws, just the State of NJ laws, as we no longer received federal operating funds due to the RAD conversion.

Commissioner Hope asked for a clarification of page 3, paragraph 6.

Counsel Corriston responded that it refers to two types of bids: one for construction/materials where you take the lowest responsible bidder and the other type of bid is an RFP, usually for professional services, whereby you can have categories that are rated.

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

The Chair thereupon declared said motion approved.

b) Reso #2022-19 – Authorizing the ED to Pay the Invoices for June 2022

Motion moved by Commissioner Reh and seconded by Commissioner Postelnik to adopt Resolution #2022-19.

Discussion

Commissioner Sedehi asked how old the copier was.

Executive Director Brightman replied, at least 10 years.

ROLL CALL: Hope Martinez Malloy Postelnik Rainwater Reh Sedehi

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

The Chair thereupon declared said motion approved.

c) Reso #2022-20 – Adopt Budget Resolution

Motion moved by Commissioner Reh and seconded by Commissioner Hope to adopt Resolution #2022-20.

Discussion

Executive Director Brightman stated that we introduced the budget in January and are now adopting it as the state has approved it.

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

The Chair thereupon declared said motion approved.

d) Reso #2022-21 – Authorizing the Executive Director to Pay the July/August Invoices for 2022

Motion moved by Commissioner Reh and seconded by Commissioner Postelnik to adopt Resolution #2022-21.

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

The Chair thereupon declared said motion approved.

e) Reso #2022-22 – Resolution Approving Community Room Hours

Motion moved by Commissioner Sedehi and seconded by Commissioner Martinez to adopt Resolution #2022-22.

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

The Chair thereupon declared said motion approved.

Old Business:

Commissioner Postelnik inquired as to what the BOC's plan was for September in terms of its meeting schedule.

Commissioner Sedehi stated that she felt that virtual meetings were a disservice to the tenants.

Executive Director Brightman stated that we do not have to decide now, we can keep an eye on the COVID situation and decide in late August. She mentioned that she just needs 10 days' notice.

Public Comment II: none

ADJOURNMENT

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

All commissioners present voted in favor.

Donna Brightman, Exec. Director/Secretary