

# 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 on Thursday, June 8, 2023 at 6:30 PM via zoom as follows:

Join Zoom Meeting

<https://us02web.zoom.us/j/8506929169?pwd=b3REbHF2Tm14bTJvdmhHa3RZd0Z6QT09>

Meeting ID: 850 692 9169

Passcode: 362007

One tap mobile

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

Executive Director Brightman read the Notice of Compliance with the Open Public Meetings Act P.L. 1975, C.231 which provided that adequate notice of this meeting of the Board of Commissioners of the Housing Authority of the Borough of Highland Park was provided in the following manner:

On June 1, 2023 a copy of the notice of this meeting setting forth the date, time and location of this regular meeting was posted on the Highland Park website and Housing Authority's official designated bulletin board located at 242 South Sixth Avenue, Highland Park, NJ, and sent to Borough Hall for posting. It was also emailed to the Home News Tribune and Star Ledger.

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

## PRESENT

Commissioners:

Raysa Martinez, Commissioner  
William Malloy, Commissioner  
William Rainwater, Chair  
Evelyn Sedehi, Commissioner

## ABSENT

Commissioners:

Gail Chonoles, Commissioner  
Rita Polos, Commissioner

Council Liaison:  
Tara Canavera

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

Administration:

Donna Brightman, Executive Director  
Runi Sriwardena, Housing Director

A motion to approve the minutes of the regular scheduled meeting held on May 17, 2023 was made by Commissioner Sedehi and seconded by Commissioner Rainwater and upon roll call the vote was as follows:

Discussion

Commissioner Sedehi requested that page 2 of the minutes be reworded to say “she referred a potential candidate that asked for information about the BOC.”

ROLL CALL: Chonoles Malloy Martinez Polos Rainwater Sedehi  
AYES: Malloy Martinez Rainwater Sedehi  
NAYS: None  
Abstain: None  
Absent: Chonoles Polos

Public Comment: none

At this time, Housing Director Sriwardena stated that at least three tenants had COVID that reported it, two of which are hospitalized. Also, access to the community room is limited.

New Business:

Commissioner Rainwater asked how things were going with Edison.

Executive Director Brightman stated that we met today and still have to figure out staffing but all is going well.

Commissioner Rainwater asked when will we announce this information to the tenants.

Executive Director Brightman answered, hopefully, around July 1<sup>st</sup>. She stated that she needs to know who the replacement is going to be before we do that. She mentioned that Housing Director Sriwardena is leaving in September and that her replacement will start then and the rest of the contract with the WHA will terminate 12/31/23.

Executive Director Brightman stated that she received an email a couple of hours ago and Rita Polos has resigned as she does not feel she can make the meetings.

Communications:

Executive Director Brightman stated that there was no meeting in May for HPAHC or Kronman and that the next one is 6/15/23.

Commissioner Malloy asked if there was any update from PNC.

Executive Director Brightman stated that we have a call scheduled next week.

Commissioner Martinez asked if Bill Katchen was going to be on the call.

Executive Director Brightman stated that she will inform him.

Commissioner Rainwater asked if Trustee Wong should be on the call.

Executive Director Brightman stated that she doesn't think that it is necessary.

Commissioner Martinez asked if there was any flexibility in PNC's guidelines for the release of the 4<sup>th</sup> payment.

Executive Director responded, no, not at all.

Attorney's Report:

Commissioner Sedehi inquired if the garnish has gone into effect for the Park Terrace tenant.

Counsel Corrison answered, not yet, and that he will follow-up on it.

Accountant's Report: none

Executive Director Brightman's report: none

Staff Reports:

Section 8 – Executive Director Brightman stated the Section 8 waiting list will be opening for Highland Park residents only (live or work.) We are only accepting 150 applications

Housing Director Sriwardena stated that rent collection is good: 99% at Kronman and 94% at Park Terrace.

Maintenance report – Commissioner Sedehi stated that it is nice to have this report as we can get an idea of the issues.

Committee reports: none

Resolutions:

a) Reso #2023-20 – Adopting Monthly Bill List for May 2023

Motion moved by Commissioner Sedehi and seconded by Commissioner Rainwater to adopt Resolution #2023-20.

ROLL CALL: Chonoles Malloy Martinez Polos Rainwater Sedehi  
AYES: Malloy Martinez Rainwater Sedehi  
NAYS: None  
Abstain: None  
Absent: Chonoles Polos

The Chair thereupon declared said motion approved.

b) Reso #2023-21 – Award Two Year Contract for HQS Inspection Services to Gilson Inspection Services from 7/1/23 to 6/30/25

Motion moved by Commissioner Sedehi and seconded by Commissioner Malloy to adopt

Resolution #2023-21.

Discussion

Executive Director Brightman stated that this is a new company.

Housing Director Sriwardena asked if it was a competitive bid.

Executive Director Brightman responded, no, an RFP as it's a professional service.

ROLL CALL: Chonoles Malloy Martinez Polos Rainwater Sedehi  
AYES: Malloy Martinez Rainwater Sedehi  
NAYS: None  
Abstain: None  
Absent: Chonoles Polos

The Chair thereupon declared said motion approved.

Old Business:

Executive Director Brightman stated that we are still having a hard time leasing Section 8 units due to the high rents. The other two impediments are that management companies do credit checks, and not all low-income people have good credit scores. There are two laws pending, one that would eliminate credit checks in this type of circumstance and other defining how criminal background checks should be interpreted.

Commissioner Martinez stated that she would check on the progress of the laws.

Commissioner Rainwater stated that we still do not have closure on Commissioner Chonoles and that he will send her an email.

Executive Director Brightman stated that she sent Commissioner Rainwater the list of contractors that he requested.

Commissioner Sedehi asked why did the elevator take five weeks to repair.

Housing Director Sriwardena stated that the company could not get the parts and that it's working fine now.

Public Comment II: none

Comments: none

**ADJOURNMENT**

Motion by Commissioner Sedehi and seconded by Commissioner Rainwater to adjourn at 7:20 PM. All commissioners present voted in favor.

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Donna Brightman, Exec. Director/Secretary