

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 October 12, 2023 in the conference room of the HPHA, 242 South Sixth Ave., Highland Park, NJ.

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 April 18, 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:

David Copperman, Commissioner
Ruby Hope, Chair
Raysa Martinez, Commissioner
William Malloy, Commissioner
Evelyn Sedehi, Commissioner

ABSENT

Commissioners:

William Rainwater, Commissioner
Gail Chonoles, Commissioner

Council Liaison:
Tara Canavera

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

Administration:

Donna Brightman, Executive Director
Denise Blake, Housing Director
Elizabeth Noll, Sect. 8 Admin.

A motion to approve the minutes of the regular scheduled meeting held on Sept. 14, 2023 was made by Commissioner Sedehi and seconded by Commissioner Martinez and upon roll call the vote was as follows:

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

Public Comment:

Karin Jackson, apt. 3P, stated that the heaters in the community room are not working.

The resident of apt. 5P stated that the garbage area outside was unhealthy.

Housing Director Blake responded that she called the DPW but they put the onus back on the HPHA. She stated that the staff is working double-duty to keep the area clean.

The resident of apt. 1E stated that when it is windy out, the garbage flies all over the place.

Ms. Jackson responded, never go to the first can, go to the last.

The resident of apt. 1E asked what can be done as it is environmentally unsound.

Chairwoman Hope responded that we will see about getting new lids as the DPW keeps breaking them when they pick up the garbage.

Joanne Rogers, 1C, stated that the exterminator came and she saw three notes on peoples' doors to pass on the extermination. She stated that she asked once and her request was denied.

Housing Director Blake responded that she was the one who put up the notes because the date was changed due to a holiday so she allowed tenants to pass due to the date change. Otherwise, you cannot refuse treatment.

New Business: none

Communications:

Chairwoman Hope noted that the HPHA received High Performer on its SEMAP certification.

Commissioner Martinez inquired about the Park Terrace DCA inspection as to why we did not have chain locks.

Executive Director Brightman explained that the HUD REAC inspection does not allow chain locks. Now that we are not under REAC due to the RAD conversion, we are subject to the State of NJ inspections. They require that each unit have chain locks; therefore, we will install them.

Attorney's Report:

Counsel Corrison mentioned that regarding the Park Terrace collection case, the social security number that we had was incorrect; therefore, we are still waiting for the garnishment

to be enforced.

Accountant’s Report: none

Executive Director Brightman’s Report:

Executive Director Brightman noted that the FMR’s increased substantially. This will help the Section 8 tenants find apartments sooner. HUD pays the increase in the rent, not the tenant.

Staff Reports:

Chairwoman Hope noted that all the work that Kettly does for the tenants.

Housing Director’s Report:

Commissioner Sedehi commented that Housing Director Blake’s report was very thorough. She stated that Housing Director Blake included the minutes from the 9/14/23 tenant meeting.

Chairwoman Hope stated that all issues are being addressed.

Commissioner Sedehi suggested that the BOC set-up a meeting with the Town to discuss the garbage curbing, and speedbump issues. She stated that she will make an appointment.

Committee reports: none

Resolutions:

a) Reso #2023-29 – Establishing the Payment Standards for HCV Program

Motion moved by Commissioner Martinez and seconded by Commissioner Malloy to adopt Resolution #2023-29.

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

The Chair thereupon declared said motion approved.

b) Reso #2023-30 – Adopting Monthly Bill List for Sept. 2023

Motion moved by Commissioner Sedehi and seconded by Commissioner Malloy to adopt Resolution #2023-30.

ROLL CALL:	Copperman	Hope	Malloy	Martinez	Rainwater	Sedehi
AYES:	Copperman	Hope	Malloy	Martinez	Sedehi	
NAYS:	None					

Abstain: None
Absent: Rainwater

The Chair thereupon declared said motion approved.

c) Reso #2023-31 – Designate General Counsel from 11/1/23 to 10/31/25

Motion moved by Commissioner Martinez and seconded by Commissioner Sedehi to adopt Resolution #2023-31.

Discussion

Chairwoman Hope thanked Counsel Corrison for his service to the HPHA.

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

The Chair thereupon declared said motion approved.

d) Reso #2023-32 – Adopt Job Descriptions

Motion moved by Commissioner Sedehi and seconded by Commissioner Malloy to adopt Resolution #2023-32.

Discussion

Executive Director Brightman stated that before she left, she wanted to formalize the job descriptions.

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

The Chair thereupon declared said motion approved.

e) Reso #2023-33 – Designate Fee Accountant from 11/1/23 to 10/31/25

Motion moved by Commissioner Sedehi and seconded by Commissioner Martinez to adopt Resolution #2023-33.

Discussion

Executive Director Brightman explained that Bill Katchen has been on a month-to-month basis since April. Polcari is the accountant for Edison's PHA.

Commissioner Sedehi inquired about the cost.

Executive Director Brightman explained that the cost is higher.

Counsel Corrison commented that working with PHA's is very specific and there are not too many companies that have this experience.

Executive Director Brightman stated that she will send Bill Katchen a termination notice.

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

The Chair thereupon declared said motion approved.

Old Business

Commissioner Copperman had some questions from reading the prior minutes. He inquired from the May minutes about the cable TV installation and the drilling into the balconies.

Executive Director Brightman stated that the situation has been addressed and resolved.

Commissioner Copperman then asked about the July minutes and wanted to know what Solar Landscape was.

Executive Director Brightman explained that it's a special program for low-income tenants whereby we use solar fields via Solar Landscaping to purchase power. She mentioned that the savings realized must be spent on something that benefits the tenants.

Counsel Corrison inquired if we used Spectrum for cable as they have a program that significantly lowers the cable bills for low-income residents.

Executive Director Brightman stated that we do not have Spectrum in this area.

Public Comment II:

The resident of apt. 1J asked if the bushes could be trimmed in the front of the building as it's blocking her window.

Housing Director Blake stated that she would look into it.

The resident of apt. 5F stated that in Highland Park the cable company is Optimum.

The resident of apt. 1E commented that the windows are dirty.

Executive Director Brightman responded that she believes that the company doing the balcony repairs were going to power wash them.

The resident of apt. 1E asked what exactly is being done.

Executive Director Brightman responded that the balconies are being repaired and scrapped and painted.

The resident of apt. 1E commented that they are good workers.

Commissioner Sedehi asked how the elevator was working.

Executive Director Brightman responded that there are no issues, they are fine.

ADJOURNMENT

Motion by Commissioner Sedehi and seconded by Commissioner Malloy to adjourn at 7:10 PM. All commissioners present voted in favor.

Donna Brightman, Exec. Director/Secretary