

**HIGHLAND PARK HOUSING AUTHORITY
BOARD MEETING**

May 9, 2024

6:30 PM

MINUTES

The Regular Meeting of the Board of Commissioners of the Highland Park Housing Authority was held in the conference room at the Highland Park Housing Authority. The meeting was called to order at 6:30 pm.

Please note that adequate notice of this meeting as required by the Open Public Meetings Act of 1975, has been provided adequate notice. A copy of the meeting notice was provided on November 1, 2023, and posted on the Highland Park Housing Authority website and Housing Authority’s official designated bulletin board located at 242 South Sixth Avenue, Highland Park, NJ and sent to the Borough Hall of Highland Park for posting and submitted to the Home News Tribune and Star-Ledger.

Roll Call

In attendance: Chair Ruby Hope, Commissioner Evelyn Sedehi, Commissioner Padriac Millet, Commissioner William Rainwater, Deborah Hurley, Executive Director, Borough of Highland Park, Council Liaison, Matthew Hersh, and Denise Blake, Highland Park Housing Authority, Housing Director, Terrance Corriston, Esq., Counsel, Tony Polcari, Polcari and Polcari, Accountant

Absent: Vice Chair Raysa Martinez
Commissioner David Copperman

Motion to approve the Minutes of April 11, 2024

Motion: Commissioner Sedehi

Second: Commissioner Millet

Discussions: There was no discussion.

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chair Ruby Hope	X			
Vice Chair Raysa Martinez			X	
Commissioner David Copperman			X	
Commissioner Padriac Millet	X			
Commissioner Evelyn Sedehi	X			
Commissioner William Rainwater	X			

Public Comment

219 Unit:

- There were several complaints regarding the dogs and the need to clean up.

- Parking Lot: Children play in the parking lot which is concerning, especially since his car is parked in the lot.
- Denise Blake, Housing Director provided insight and encourages residents to contact the police. However, there will be follow-up to address the concern of the children who are playing in the parking lot, which will include a letter to residents.
- There are other people who sit in the parking lot that leave garbage, which involves the need to reach out to Denise Blake, Housing Director, so that it can be documented.

New Business: Tony Polcari, Polcari and Polcari indicated that at the next meeting he will provide an update that will include copies of the financials for review.

Communications:

There was no discussion.

Attorney's Report: Terrence Corrison, Esq. mentioned that he has reached out to the sheriff's office and the collection of funds has been received but they have not yet cut the check. There has been a delay in issuing payments.

Executive Director Report: Deborah Hurley, Exec. Director expressed a sincere appreciation for the support received from the Borough of Highland Park. Without hesitation the borough has been willing to meet requests when the housing authority needs support. Especially, we thank the Department of Works for their support with providing landscaping service, until we secure a landscaper at the next board meeting.

The new dumpsters have arrived and the Food Pantry

In addition, a Section 8 overview was provided which provided a thorough step-by-step understanding of how vouchers are issued to families on the Section 8 waiting list. By HUD law, Section 8 staff are not allowed to skip over individuals on the list. In order to address the underutilization concern identified by HUD, we have made this a major priority within the HPHA organization and have seen our voucher count increase.

Staff Reports:

Housing Director: Denise Blake, Housing Director, mentioned that power washing of the building will begin next week and that she has completed (70) tax-credits for residents, which were completed on time. The next phase of resident tax-credits will begin soon. Commissioner Evelyn Sedehi asked if she had previous experience with tax-credits. Denis Blake indicated that she has tax-credit background.

Committee Reports: Chair Ruby Hope mentioned that the committee list has been placed in the packets and the community meetings now take place once a month and perhaps member of the personnel committee could try to attend when they can.

Resolutions:

2024- 14 Resolution by the Commissioners of the Borough of Highland Park Housing Authority to approve bill list for the month of April, 2024 in the amount of \$19,654.32.

Moved: Commissioner Evelyn Sedehi
Seconded: Commissioner Padriac Millet

Discussion: There was no discussion.

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chair Ruby Hope	X			
Vice Chair Raysa Martinez			X	
Commissioner David Copperman			X	
Commissioner Padriac Millet	X			
Commissioner Evelyn Sedehi	X			
Commissioner William Rainwater	X			

2024-15 Resolution by the Commissioners of the Highland Park Housing Authority approving 3% staff increase for all employees employed by the Highland Park Housing Authority.

Motion: Commissioner William Rainwater
Seconded: Commissioner Padriac Millet

Discussion: Chair Hope mentioned that this process takes place annually. Commissioner Evelyn Sedehi inquired if evaluations would be conducted. Deborah Hurley, Executive Director indicated that a discussion has already taken place with the housing director about scheduling the staff evaluations. There was no further discussion.

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chair Ruby Hope	X			
Vice Chair Raysa Martinez			X	
Commissioner David Copperman			X	
Commissioner Padriac Millet	X			
Commissioner Evelyn Sedehi	X			
Commissioner William Rainwater	X			

2024-16 Resolution authorizing the award of a contract to LS Engineering Associates Corp. for engineering services for balcony repairs at Kronman Terrace.

Motion: Commissioner Padriac Millet
Seconded: Chair Ruby Hope

Discussion: Chair Ruby Hope provided an overview and mentioned that during the initial repairs, an additional (20) balconies will need to be repaired. Terrance Corrison, Esq., Council mentioned that securing the engineer will involve them provide the scope/specs of work for the project. Commissioner Millet asked if we know when work will begin. Executive Director, Deborah Hurley mentioned that there

will be a meeting next week with the engineering firm to discuss the project. There was no further discussion.

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chair Ruby Hope	X			
Vice Chair Raysa Martinez			X	
Commissioner David Copperman			X	
Commissioner Padriac Millet	X			
Commissioner Evelyn Sedehi	X			
Commissioner William Rainwater	X			

Old Business:

No old business

Public Comment for Other Matters:

219 Unit :

- When will there be meetings at Park Terrace? Commissioner Sedehi mentioned that meetings have taken place in the evening to accommodate the schedule.
- Wanted to know, when Park Terrace would get a new dumpster? Chair Hope mentioned that the board will need to review the budget. Building and Grounds committee could meet and assess the need for the dumpster.
-

Unit 1J: Company to oversee the balcony work. The past company damaged parts of the grounds and now since there are a need for more balcony repairs, the grounds wont be addressed

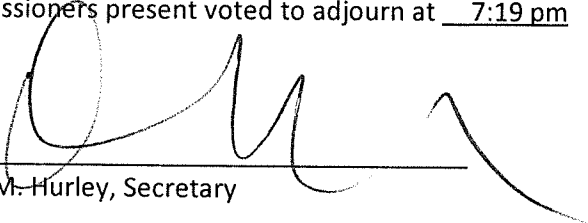
- Beautiful bench. Can we look at relocating the bench by the garden. Sometimes, smokers sit there and interferes with gardening. Chair Ruby Hope and Terranc Corrison, Esq., mentioned that it should be reported to the housing director to enforce the smoking designation area.

Chair Ruby Hope closed the Public Meeting at 7:18 pm

Motion to adjourn: Commissioner William Rainwater

Seconded: Commissioner Evelyn Sedehi

All commissioners present voted to adjourn at 7:19 pm



Deborah M. Hurley, Secretary