

**HIGHLAND PARK HOUSING AUTHORITY**

**BOARD MEETING**

September 12, 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 Thuy Bozzet, Commissioner David Copperman, Commissioner Seth Hahn, Deborah Hurley, Executive Director, Borough of Highland Park, Council Liaison, Matthew Hersh, Terrance Corriston, Esq., Counsel

**Absent:**

Commissioner William Rainwater  
Commissioner Padriac Millet

Chair Ruby Hope introduced and welcomed Commissioners Seth Hahn and Thuy Bozzet, who have recently joined the board, replacing Commissioners Sedehi and Raysa Martinez.

**Approval of Minutes:**

July 11, 2024

**Motion:** Commissioner David Copperman

**Second:** Commissioner Seth Hahn

**Discussions:**

Commissioner Copperman identified a discrepancy in the bill list from the July minutes. Consequently, the minutes have been tabled to allow for a thorough review of the July bill list. (July minutes were tabled.)

**Minutes for July 11, 2024**

AYES   NAYS   ABSENT   ABSTAIN

Chair Ruby Hope  
Commissioner Thuy Bozzet  
Commissioner David Copperman

Commissioner Seth Hahn  
Commissioner Padriac Millet  
Commissioner William Rainwater

### **Public Comment**

3P:

The bathroom on the first floor has been locked. Denise Blake explained that the doors need to remain locked for now, as several seniors have left the bathroom in extremely poor and unsanitary conditions. After some discussion, it was agreed that the situation will be monitored to ensure it doesn't affect public access for residents. Although the issue seems unintentional, a smaller group discussion may be necessary to come up with a resolution.

Apt. 219:

Non-residents have been loitering in the parking lot, which has raised concerns. Chair Ruby Hope emphasized the importance of calling the police, allowing the housing authority to assist and follow up on the situation. Additionally, there is concern about proper curbing of dogs in the area.

Closed at 6:38 pm

### **New Business:**

#### **Communications:**

There was no discussion.

#### **Attorney's Report:**

Terrence Corrison, Esq. provided an update on a tenant who had been in arrears but is now making regular payments. HPHA is successfully receiving monthly payments. There was no further discussion.

#### **Executive Director Report**

Deborah Hurley, Executive Director, reported that the HUD onsite audit is still pending. The curb issue will continue to be addressed with the borough to assist in repairing the site. Denise Blake, Director of Housing, provided an update on the fire pump repairs and safety measures implemented to ensure resident safety.

Interviews for the Section 8 Administrator position are ongoing. In the meantime, Zena Sutton, Director of Section 8 for the Edison Housing Authority (EHA), is overseeing the department until a candidate is selected.

This summer, two cookouts were held, with the EHA donating burgers and hotdogs. Also, EHA held a back to school event and several backpacks filled with school supplies were donated to Highland Park's Housing Authority families with children who are preparing for the new school year.

**Staff Reports:**

Chair Ruby Hope noted that staff reports were included in the board packets. Commissioner David Copperman inquired about the status of the Section 8 program and its underutilization rate. Zena Sutton, Director of Section 8, responded by outlining the plan to address the utilization issue moving forward. There was no further discussion.

**Committee Reports:**

Chair Ruby Hope provided an overview of the existing committees. During the discussion, Chair Hope recommended that Commissioners Bozzet and Hahn serve on the Personnel Committee, replacing the two commissioners who recently resigned. Additionally, it was recommended that Commissioner Bozzet fill the vacant seat of Raysa Martinez on the Tenant Relations and Grounds Committee.

Commissioner Copperman inquired about the status of the Policy Committee. Chair Hope explained that there is no current need for a separate Policy Committee, as any policy concerns can be addressed under the Tenant Relations and Building & Grounds Committees. Following this, Commissioner Copperman made a motion, and Commissioner Hahn seconded, which was unanimously agreed upon by all present, to dissolve the Policy Committee.

Furthermore, Commissioner Copperman motioned, and Commissioner Seth Hahn seconded, to approve the recommendations for appointing the new commissioners to the vacant committee seats. The motion was unanimously agreed upon by all present.

**Resolutions:**

**2024- 20 Resolution by the Commissioners of the Borough of Highland Park Housing Authority to approve bill list for the months of July and August \$49,440.16. (BILL LIST TABLED)**

Moved: \_\_\_\_\_  
Seconded: \_\_\_\_\_

Discussion: (Commissioner Copperman inquired about a discrepancy with the bill list. Since the board and executive director did not have appropriate documentation to reference, the bill list was tabled.)

AYES   NAYS   ABSENT   ABSTAIN

Chair Ruby Hope  
Commissioner Thuy Bozzet  
Commissioner David Copperman  
Commissioner Seth Hahn  
Commissioner Padriac Millet  
Commissioner William Rainwater

**2024- 21 Resolution to award a contract to Current Elevator for elevator maintenance at the Highland Park Housing Authority for the Samuel Kronman Building.**

Moved: Commissioner David Copperman  
Seconded: Commissioner Thuy Bozzet

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chair Ruby Hope	X			
Commissioner Thuy Bozzet	X			
Commissioner David Copperman	X			
Commissioner Seth Hahn	X			
Commissioner Padriac Millet			X	
Commissioner William Rainwater			X	

**2024- 22 Resolution by the commissioners of the Highland Park Housing Authority authorizing the Approval of 2025 Fair Market Rents for the Highland Park Housing Authority.**

**Moved:** Commissioner David Copperman  
**Seconded:** Commissioner Seth Hahn

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Chair Ruby Hope	X			
Commissioner Thuy Bozzet	X			
Commissioner David Copperman	X			
Commissioner Seth Hahn	X			
Commissioner Padriac Millet			X	
Commissioner William Rainwater			X	

**Old Business:** The Executive Director’s report covered the topics. There was no further discussion.

**Public Comment for Other Matters:**

**Apt. 219:** A concern was raised about dog curbing. It was recommended that signs be placed around the property, and Denise Blake will address individuals who are not complying with this rule.

**5F:** The sidewalk issue was revisited. The administration will investigate capital improvement funding to address the need for sidewalk repairs around the property.

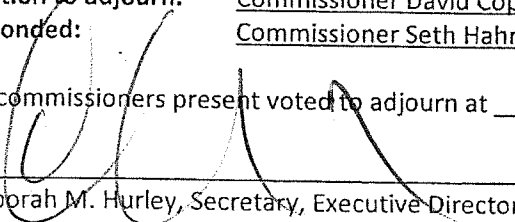
**1J:** A question was raised about the renovation of the first-floor bathrooms. Chair Ruby Hope stated she was unaware of the need for updates, and it was agreed that the board will revisit this matter at a later time.

**JP:** A positive comment was made regarding the newsletter. Clarification was requested on responding to emergencies that was mentioned in the newsletter and Terrence Corriston, Esq. provided the necessary explanation.

Chair Ruby Hope closed the Public Meeting at 7:08 pm

**Motion to adjourn:** Commissioner David Copperman  
**Seconded:** Commissioner Seth Hahn

All commissioners present voted to adjourn at 7:10 pm

  
 \_\_\_\_\_  
 Deborah M. Hurley, Secretary, Executive Director