

**HIGHLAND PARK HOUSING AUTHORITY
BOARD MEETING**

December 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 William Rainwater, Commissioner Padriac Millet, 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

Approval of Minutes:

November 14, 2024

Motion: Commissioner William Rainwater

Second: Commissioner Thuy Bozzet

Discussions:

There was no discussion.

Minutes for November 14, 2024

	<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			

Public Comment

3P: There was a discussion about the importance of not feeding wildlife near the building to address residents' concerns about safety when walking nearby. Denise Blake, Housing Director explained that feeding animals on the premises was discouraged because it attracted deer and foxes, making some residents feel unsafe. Additionally, food being thrown against walls was causing disruptions and drawing wildlife too close to living areas.

To mitigate these issues, it was suggested that feeding be relocated at least 50 feet away from the building or into the forest. The group also discussed bird feeders and agreed they could be an exception to the feeding policy. A new memo outlining this exception will be shared with residents.

Closed at 6:38 pm

New Business:

Commissioner David Copperman took liberty to review the HUD submission, which included an updated administrative plan that will be ready for review and submission, February, 2025. Deborah Hurley, Executive Director assured the board that progress will continue and overall, there is a strong focus on accountability and improving the processes within the section eight program while working within budget constraints, which includes the ongoing search for a Section 8 coordinator/manager.

Communications:

Attorney's Report:

There was no report presented for discussion.

Executive Director Report

Deborah Hurley, Executive Director, reported

- The team is still waiting for HUD's response based on the submission in response to their report.
- The financial audit is almost complete, with no findings, and the organization is in good financial condition.
- A publication of the audit will be placed in the Home News Tribune.
- The audit will be distributed to various entities, including HUD and DCA (Department of Community Affairs).
- Once finalized, everyone will receive a copy of the audit, which may be presented at the next meeting.
- Copies of last year's audit are available for anyone who has not received one, particularly for new board members.
- We had a successful Thanksgiving gathering hosted for families. Extra turkeys and chickens from the Edison Housing Authority were delivered to HPHA residents.
- Sample of letter head and business card design was distributed to the board for feedback.

Staff Reports:

Chair Ruby Hope highlighted that staff reports were included in the board packets. Commissioner David Copperman reported that a recent state inspection of the Kronman building resulted in high marks from the state inspector, reflecting positively on the building's condition and Zena Sutton, Director of Section 8, provided an update on the Section 8 program.

Committee Report:

There was no discussion.

Resolutions:

2024- 27 Resolution to approve the monthly bill list for the month of November in the amount of \$16,738.82.

Moved: Commissioner Padriac Millet
Seconded: Commissioner William Rainwater

Discussion: No discussion.

	<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- 28 Resolution appointing Executive Deborah Hurley as Commissioner for the New Jersey Public Housing Authority Joint Insurance Fund.

Moved: Commissioner Padriac Millet
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- 29 Resolution that hallmarks the SEMAP Certification form was submitted on time, May 23, 2024.

Moved: Commissioner David Copperman
Seconded: Commissioner Padriac Miller

	<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: There was a discussion about the light and dumpster located at Park Terrace. Council Liaison, Matt Hersh and the business administrator were contacted to coordinate follow-up actions. Pictures of the poles were taken and next steps regarding the lighting will require a response from the borough. Quotes for the dumpster are being secured. There was no further discussion.

Public Comment for Other Matters:

1J: Two nights ago, the apartment above mine experienced a flood, and water seeped into my unit, though I didn't notice it until the next morning. I want to commend Miguel and Jeffrey for their excellent work in cleaning and drying the area. While some ceiling tiles in the hallway still need replacement, I truly appreciate their dedication and want to acknowledge the beautiful job they did.

5F: I'm unsure if I need to submit a work order to have the stove and refrigerator moved for cleaning. Can maintenance move them out and put them back in? Denise Blake, Housing Director clarified that you can always submit a work order, and maintenance will assist based on their workload.

1E: A resident mentioned receiving an incorrect rent amount. Due to the tenant's specific circumstances, Zena Sutton, Director of Section 8, advised her to visit the office for a detailed explanation regarding the adjustment.

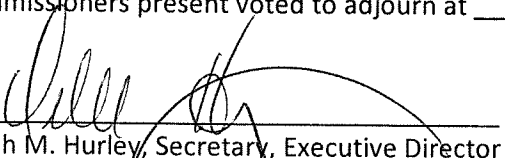
Additional comments included remarks from Terrance Corriston, Esq., who announced that the State SRAP (State Rental Assistance Program) will open the Section 8 rental assistance waitlist from January 13th to 31st. There are 6,000 slots available, which will be awarded through a lottery. Interested individuals are encouraged to visit the State DCA website for more information.

Commissioner David Copperman shared that he attended the Edison Housing Authority's Housing Resource event. The event focused on various organizations, such as NACA (Neighborhood Assistance Corporation of America), that provide resources and support for individuals exploring the possibility of homeownership.

Chair Ruby Hope closed the Public Meeting at 7:15 pm

Motion to adjourn: Commissioner William Rainwater
Seconded: Commissioner Thuy Bozzet

All commissioners present voted to adjourn at 7:16 pm



 Deborah M. Hurley, Secretary, Executive Director