

HIGHLAND PARK HOUSING AUTHORITY
BOARD MEETING
September 10, 2026
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 6:31 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 submitted on December 18, 2025 to the Home News Tribune and published on December 24th, 2025. In addition, a copy of the notice is 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.

Roll Call

In attendance:, Commissioner William Rainwater, Commissioner David Copperman, Commissioner Thuy Bozzett, Commissioner Padriac Millet, Commissioner Priscilla Hera, Council Liaison - Matthew Hersh Borough of Highland Park Deborah Hurley – Executive Director, Terrance Corriston Esq., Counsel.

Absent: Chair Ruby Hope, Commissioner

Approval of Minutes:

Minutes of July 09, 2026 meeting.

Motion: Commissioner David Copperman

Second: Commissioner Thuy Bozzett

Discussions: Commissioner David Copperman inquired about the maintenance staff and Executive Director Deborah Hurley mentioned Henry and Adriano are both full-time employees who recently joined the team both live on the property, and Henry is from the contract agency. The Director of Housing continues to oversee the work-order process, following the established procedures. The maintenance staff works closely with the Director of Housing to process and complete work orders.

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

Commissioner William Rainwater	X
Commissioner Priscilla Hera	X

Public Comment:

219 S 6th Ave: The resident wanted to know if the cameras were working, and appreciation was expressed for the maintenance team for their hard work and the noticeable improvements they have made. A concern was raised about children playing on the resident's porch and in the parking lot. Executive Director Deborah Hurley mentioned that signs have been put up of no playing in the parking lot already.

Public Comment closed at 6:37pm

New Business:

There were no discussions.

Communications:

There were no discussions.

Old Business:

No discussions.

Attorneys Report:

Terrance Corriston Esq., Counsel mentioned that he had nothing to report.

Executive Director Deborah Hurley Report:

- Onboarded full-time Maintenance team and new social worker Patricia, who previously served as a social worker with the Edison Housing Authority for more than 20 years, has returned to work and is a welcomed, resourceful addition to the team, with an open-door policy for residents and a generally Tuesday and Thursday schedule that may occasionally vary due to family responsibilities..
- Staff Reports were included in the board packets.
- The Team is addressing ventilation issues at Park Terrace, including approximately 24-bathroom exhaust fans, and is developing a plan to replace water heaters. The Director of Operations and Maintenance's HVAC and water-heater expertise, some repairs can be completed in-house, helping reduce costs.

Staff Reports:

Vice Chair Padriac Millet and Executive Director Deborah Hurley noted that the staff reports were included in the board packets.

Committee Reports:

There were no discussions.

Resolutions:

2026-17 Resolution to approve the monthly bill list for the month of July and August 2026 in the amount of \$33,903.79

Moved: Commissioner William Rainwater

Seconded: Commissioner David Copperman

Discussion: No Discussions.

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

2026-18 Resolution by the Commissioners of the Highland Park Hosing Authority authorizing the approval of the 2027 Fair Market Rents for the Highland Park Housing Authority.

Moved: Commissioner Thuy Bozzett

Seconded: Commissioner David Copperman

Discussion: The HPHA is currently at 100% of fair market rent.

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

Old Business:

Executive Director Deborah Hurley mentioned that HPHA is negotiating RFPs for the elevator and laundry projects and is obtaining an additional elevator quote. Because the plumbing quotes were significantly higher than expected, the agency will issue a new RFP, while the bylaws matter will be circulated for review and addressed at the next board meeting.

Public Comment:

3B: Resident was concerned that people park in designated handicapped parking spots when they are not handicapped for extended periods especially aides.

219 S 6th Ave: Resident concerned children playing in parking lot and riding bikes will hit and ding his parked vehicle. Executive Director Deborah Hurley noted that there are signs posted that prohibit playing in the parking lot.

6E: Resident wanted to request caulking around windows to prevent water dampness during heavy torrential rains.

3B: Resident noted that balcony used to get power wash years ago and requested we get something similar in spring perhaps. Also, scooters and rusted bicycles behind the building need to be accounted for and removed as they have been there for too long and are rusted.

5F: Resident wanted to address that floors 2-6 have wooden railings and requested moving to hard plastic like the one on ground floor and lights in the Elevator are not working. Executive Director, Deborah Hurley mentioned that all concerns brought forth will be looked into and a schedule of repairs will be executed.

Vice Chair Padriac Millet closed the Public Comment at 6:53 PM

Motion to adjourn: Commissioner William Rainwater

Seconded: Commissioner Thuy Bozzett

All commissioners present voted to adjourn at 6:53 PM

Deborah M. Hurley, Secretary, Executive Director

Highland Park Housing Authority
Vendor Accounting Cash Payment/Receipt Register
HA Administration

Doc Num	Payment Date	Document Recipient	Document Description	Amount
15883	09/25/2026	Spedient, Inc	A. Annual HCV 36 Inspection for May & June 2026	\$4,165.00
15884	10/06/2026	ANCERO, LLC	M telephone service 09/24/2026 to 10/23/2026	\$229.32
15885	10/06/2026	Breslin & Breslin	M legal services September 2026	\$807.50
15886	10/06/2026	Edison Housing Authority	M September 2026 admin contract	\$11,596.57
15887	10/06/2026	Management Computer Services Inc.	As need Additional License and Training charges	\$998.00
15888	10/06/2026	POLCARI & CO.	M Fee Accounting Services for August 2026	\$1,750.00
15889	10/06/2026	Smartphone Secretary	M Answering service -10/13/2026 - 11/09/2026	\$57.82
15890	10/06/2026	Staples Business Advantage	M office supplies	\$1,054.21
15891	10/06/2026	Telesystem	M telephone system-October 2026	\$137.42
15892	10/06/2026	T-MOBILE	M employee cell phone-08/21/2026 to 09/20/2026	\$54.22
Total Vendor Payment for September 2026-HA Administration Voucher				\$20.850.06

RESOLUTION # 2026-19

**ADOPTING MONTHLY BILL LIST FOR THE MONTH OF
SEPTEMBER 2026**

WHEREAS, the Housing Authority has an ongoing commitment to improve internal controls; and

WHEREAS, the Board of Commissioners has adopted a Bill Review Procedure to ensure this commitment; and

WHEREAS, a consolidated bill list, representing all bills for the months which are subject to Board approval has been distributed to the Board of Commissioner; and

WHEREAS, a bill list totaling \$ 20,850.06 for the month of September 2026 has been reviewed by the Board of Commissioners.

NOW, THEREFORE, Be It Resolved by the Board of Commissioners of the Housing Authority of the Borough Highland Park, New Jersey that the attached bill list is hereby approved and listed payments are authorized for disbursement.

MOVED: _____

SECONDED: _____

<u>Member Recorded Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>	<u>Absent</u>
Chair Ruby Hope				
Vice Chair Padraic Millet				
Commissioner Thuy Bozzett				
Commissioner David Copperman				
Commissioner Priscilla Hera				
Commissioner William Rainwater				

I hereby certify that the above is a true and exact copy of the Resolution adopted by the Board of Commissioners of the Housing Authority of the Borough of Highland Park at their Regular meeting of October 8, 2026.

Deborah M. Hurley, Secretary

Approved as to legal form by Terrence Corrison, Esq.

**HIGHLAND PARK
HOUSING AUTHORITY**

BYLAWS

May 2019

(_____, 2026)

Revised: May 2019 (July 9, 2026)

Highland Park Housing Authority Bylaws

ARTICLE I - ORGANIZATION

Section 1. Name of Organization

The name of this organization is the "Housing Authority of the Borough of Highland Park" and is hereinafter referred to as the Authority.

Section 2. Seal of Authority

The seal of the Authority is a circle and bearing the name of the Authority and the year of its organization in 1956.

Section 3. Office of Authority.

The office of the Authority is at the S.J. Kronman Senior Building, 242 South 6th Avenue, Highland Park, New Jersey, 08904.

ARTICLE II— MISSION

The mission of the Authority is to provide adequate safe, decent, sanitary and affordable housing for low and moderate income residents of Highland Park. The Authority is committed to enhancing the lives of its residents and to operating in an ethical, economical, efficient and professional manner. Toward these ends, the Authority strives to establish and maintain partnership relations with its residents and with governmental and non-governmental agencies in the community.

ARTICLE III — BOARD OF COMMISSIONERS

Section 1. General Powers

The powers of the Authority are exercised by a Board of Commissioners, hereafter the Board, which authorizes and oversees the activities of the Authority.

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Section 2. Number and Tenure of Commissioners

The Board of Commissioners consists of seven members who serve five year terms.

Commissioners are appointed as follows:

The Borough Council of Highland Park appoints five Commissioners.

The Mayor of Highland Park appoints one Commissioner.

The Commissioner of the Department of Community Affairs of the State of New Jersey appoints one Commissioner.

A vacancy among Commissioners is filled in the same manner as the original appointment was made but for the unexpired term of the previous Commissioner.

A Commissioner may resign at any time by giving written notice to the Chairperson of the Board. A resignation shall take effect at the time specified in the written notice, or upon receipt thereof if a time is not specified.

Section 3. Qualifications of Commissioners.

Commissioners must satisfy the requirements of applicable federal, state, county and borough laws.

No more than one member of the Board may be an officer or employee of the Borough of Highland Park.

Commissioners must satisfactorily complete a course of study as prescribed by the New Jersey State Department of Community Affairs within eighteen months of their appointment to the Board. A Commissioner who fails to complete this course of study within the prescribed time period will be deemed to have resigned his/her position.

Section 4. Obligations of Commissioners.

Commissioners are expected to regularly attend Board meetings. In the event a Commissioner expects to be absent from a scheduled meeting, he/she should notify the Chairperson or the Executive Director of the Authority before the scheduled meeting. If a Commissioner misses more than two consecutive regularly scheduled meetings and does not provide an acceptable excuse for his/her absences, the Board may direct the Chairperson to send a statement to that member's appointing council, individual or agency.

advising them of this fact and requesting that the Commissioner be removed and a replacement be appointed.

No Commissioner may accept compensation in any way for his/her service other than as reimbursement for actual expenses necessarily incurred as per State and Federal regulations.

ARTICLE IV - OFFICERS

Section 1. Officers of Authority and Board of Commissioners.

The officers of the Authority are the Chairperson of the Board of Commissioners, the Vice- Chairperson of the Board of Commissioners, and the Secretary-Treasurer of the Authority who is also the Executive Director of the Authority.

The Chairperson and Vice-Chairperson of the Board are elected by an affirmative vote of not less than four of the Commissioners at the *annual reorganization meeting of the Board which occurs each April*. These officers serve one year terms or until their successors are elected and qualified, and are eligible for reelection.

The Secretary-Treasurer/Executive Director is an employee of the Authority hired by the Board.

Section 2. Chairperson.

The Chairperson presides at meetings of the Board.

The Chairperson is responsible for scheduling regular meetings and, as necessary, special meetings, and for ensuring that agendas are prepared and timely distributed for these meetings.

The Chairperson serves as signatory upon all checks, drafts, contracts, deeds and other instruments made by the Authority unless the Board provides otherwise in special circumstances.

The Chairperson appoints standing committee members and committee chairpersons, and establishes ad hoc committees with the approval of the Board and appoints their chairpersons as needed. The Chairperson is an *ex officio* member of all committees.

Section 3. Vice-Chairperson.

The Vice-Chairperson performs the duties of the Chairperson in his/her absence or incapacity and, in case of the resignation or death of the Chairperson, until the Board elects a new Chairperson.

Section 4. Secretary-Treasurer/Executive Director.

The Executive Director of the Authority serves as the Secretary-Treasurer of the Board.

The Executive Director performs general supervision over the day to day administration of the Authority's business and affairs, subject to the direction and policies of the Board of Commissioners.

The Executive Director manages the housing projects and other programs of the Authority.

The Executive Director assigns and supervises employees of the Authority in the performance of their duties.

The Executive Director advises the Board on the formation of policies and programs, and carries out the policies and programs established by the Board.

The Executive Director has care and custody of all funds of the Authority and deposits those funds in the name of the Authority in such bank(s) as the Authority may select according to federal and state laws and regulations.

The Executive Director develops an annual and capital budget for review and approval by the Board.

The Executive Director keeps or causes to be kept regular books of accounts showing receipts and expenditures and renders to the Board at each regular meeting, or more often when requested, an account of his/her transactions and an account of the financial condition of the Authority.

The Executive Director keeps in safe custody the seal of the Authority and is authorized to affix the seal to all contracts and instruments authorized to be executed by the Board.

The Executive Director must meet all qualifications set forth for that position by the NJ Department of Community Affairs.

The Executive Director may not be a Commissioner except that a Commissioner may perform the services of the Executive Director on a temporary basis, without pay, in emergent circumstances when

the position has been vacated and the Board is searching for a new Executive Director. For these limited purposes, the Commissioner need not meet the qualifications for a permanent Executive Director, provided this is disclosed and acceptable to the Department of Community Affairs.

ARTICLE V - MEETINGS

Section 1. Time and Place of Meetings.

Board meetings are held at the office of the Authority unless otherwise scheduled by the Board in special circumstances.

The Board meets regularly at least once each month except for the month of August.

Regular Board meetings are held once per month at a date and time established by resolution of the Board of Commissioners adopted at its Reorganization Meeting or at such other time and place established by resolution of the Board of Commissioners.

Section 2. Meeting Notices.

Except in the case of an emergency, in which case a meeting may be held in accordance with applicable law, at least forty-eight hours' notice must be given for any Board meeting in accordance with the New Jersey Open Public Meetings Act. No meeting of the Board may be held without public notice.

For these purposes, any meeting of four or more Commissioners on matters concerning the Authority shall be considered a Board meeting and shall require public notice.

The Authority regularly publishes its notices in the Star-Ledger and the Home News Tribune which are newspapers of general circulation for the Borough of Highland Park. Notices are also posted at the Authority's administrative offices, at each of the Authority's two residential facilities, and in the Highland Park Borough Hall and on the HPHA website.

Section 3. Minutes.

The Secretary-Treasurer/Executive Director shall keep or cause to be kept minutes of all meetings of the Board, and will make those minutes available for public inspection in accordance with the Open Public Records Act.

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Section 4. Reorganization Meetings.

The Board holds an annual reorganization meeting on the second Thursday of April at 6:30 PM or at a date and time established by resolution of the Board of Commissioners adopted at its Reorganization Meeting or at such other date and time established by resolution of the Board of Commissioners. The purpose of the reorganization meeting is to elect officers for the coming year and designate members of the Board's standing committees. A regular meeting follows the reorganization meeting.

Section 5. Regular Meetings.

The Board holds regular meetings each month except for the month of August. Unless otherwise specified in a schedule of meetings issued by the Board or in the notice for a meeting, regular meetings are held on the second Thursday of the month starting at 6:30 pm.

In certain circumstances, it may be necessary to permit a Board member(s) to participate in meeting(s) by means of conference calls or similar communication equipment which enables all participants and the public to hear each other. Such participation shall constitute a presence at a meeting for the purpose of establishing a quorum.

Section 6. Special Meetings.

The Chairperson of the Board may on his/her own initiative, or shall upon the request of two members of the Board, call for a special meeting for the purpose of transacting special business that needs to be conducted on an emergent basis or that cannot be conducted at a regular meeting.

A special meeting agenda shall be drafted detailing the items(s) of business to be conducted at the special meeting, and the agenda shall be provided to all members of the Board at least two days prior to the date of the meeting.

Section 7. Executive Sessions.

The Board may hold an executive session from which the public is excluded in order to discuss confidential matters, such as personnel matters, litigation matters, anticipated litigation matters, and other matters that the New Jersey Open Public Meetings Act may allow. Minutes of an executive session shall be

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maintained by the Executive Director or a Board member and made available for public inspection if and when the need for confidentiality no longer exists.

Section 8. Quorum.

Four of the seven Commissioners shall constitute a quorum for the purpose of conducting Board business and exercising the powers of the Board. The Board upon the affirmative vote of no less than four of the Commissioners present at a meeting may take action.

Section 9. Procedure. Board meetings are conducted in accordance with a simplified form of Robert's Rules of Order. The Chairperson may designate a parliamentarian to assist the Chairperson in procedural rulings.

Section 10. Resolutions.

The business of the Board shall be conducted by Resolutions publicly proposed, seconded and voted upon by the Commissioners.

Resolutions shall be numbered and in writing, and shall clearly explain their purpose.

The roll call votes of the Commissioners shall be recorded on the face of each Resolution.

The Secretary-Treasurer/Executive Director shall certify those Resolutions adopted by the Board.

The Secretary-Treasurer/Executive Director shall maintain copies of Resolutions in a journal of the proceedings of the Board.

Section 11. Order of Business.

The following is the usual order of business at a regular Board meeting. The Board may alter the order of business by resolution.

- (1) Call to order by the Chair.
- (2) Statement by Chair of compliance with the Open Public Meetings Act.
- (3) Pledge of Allegiance to the United States flag.
- (4) Roll call of Board members, Authority counsel and accountant, and staff members.
- (5) Consideration and approval of minutes of last meeting.
- (6) Public comment - fifteen minutes (three minutes per person).
- (7) New Business

- (8) Communications to and from the Authority for consideration by the Board.
- (9) Counsel's report.
- (10) Accountant's report.
- (11) Executive Director's report.
- (12) Staff reports.
- (13) Committee reports.
- (14) Resolutions for Board consideration.
- (15) Old Business.
- (16) Public comment - fifteen minutes (*three minutes per person*).
- (17) Adjournment.

Section 13. Manner of Voting.

Voting by Commissioners on questions coming before the Board shall be by roll call at public meetings, and the yeas and nays shall be recorded in the minutes of the meetings.

The Secretary-Treasurer/Executive Director shall keep or cause to be kept a correct and permanent record of votes in a book to be kept for that purpose.

ARTICLE VI— COMMITTEES

Section I. Standing Committees.

The following Standing Committees have been established to facilitate the Board's responsibilities:

1. Personnel
2. Finance and Administration
3. Tenant Relations (~~Tenant Relations and Buildings and Grounds~~)
4. Buildings and Grounds
5. Policy

The Chairperson appoints (~~up to three~~) two Commissioners to serve on each committee and designates a chairperson from among them.

Commented [rh1]: Tern
In Sept of 2024 we reorganized to three committees 1-Personnel
2-Tenant Relations and Buildings and Grounds, and 3-Finance

Commented [rh2]: Could we change from "two
Commissioners" to "at least two, but no more than three
Commissioners"

Section 2. Terms of Standing Committees.

Members of Standing Committees serve one year terms from the date of the Board's annual reorganization meeting.

Section 3. Ad Hoc Committees.

The Board may from time to time establish by resolution an Ad Hoc Committee to address a matter of special concern. The resolution shall state the purpose of the Ad Hoc Committee and the term of its existence. The Chairperson may appoint two or more Commissioners to serve on the Committee and designate a chairperson from among them.

ARTICLE VII- AMENDMENTS

These by-laws of the Authority may be amended by an affirmative vote of not less than four of the Commissioners at a regular or a special meeting with at least seven days written notice to all of the members of the Board.

RESOLUTION # 2026 - 20

**RESOLUTION AMENDING THE BYLAWS OF THE HIGHLAND PARK HOUSING
AUTHORITY**

WHEREAS, it is appropriate to amend the Bylaws of the Highland Park Housing Authority to accurately reflect the practices adopted by the Board of Commissioners by revising the Article VI concerning Standing Committees to remove the Policy Committee and combine the Tenant Relations and Buildings and Grounds Committees into one committee; and

WHEREAS, it is also appropriate to amend the Bylaws to permit the appointment of up to three Commissioners to serve on each Standing Committee.

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Highland Park Housing Authority that the Bylaws be and hereby are amended at Article VI as follows:

ARTICLE VI— COMMITTEES

Section 1. Standing Committees.

The following Standing Committees have been established to facilitate the Board's responsibilities:

1. Personnel
2. Finance and Administration
3. Tenant Relations & Buildings and Grounds
4. ~~Buildings and Grounds~~
5. ~~Policy~~

The Chairperson appoints at least two, but no more than three Commissioners to serve on each committee and designates a chairperson from among them.

MOVED: _____

SECONDED: _____

Commented [rh1]: Terri
In Sept of 2024 we reorganized to three committees
1-Personnel, 2-Tenant Relations and Buildings and Grounds,
and 3-Finance

Commented [rh2]: Could we change from "two
Commissioners" to "at least two, but no more than three
Commissioners"

<u>Member Recorded Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>	<u>Absent</u>
Chairperson Ruby Hope				
Vice Chair Padriac Millet				
Commissioner Thuy Bozzett				
Commissioner David Copperman				
Commissioner Priscilla Hera				
Commissioner Willaim Rainwater				

I hereby certify that the above is a true and exact copy of the Resolution adopted by the Board of Commissioners of the Highland Park Housing Authority at their Regular meeting of October 8, 2026.

Deborah M. Hurley, Secretary

RESOLUTION # 2026-21

RESOLUTION TO REVISE UTILITY ALLOWANCES FOR THE HOUSING CHOICE VOUCHER PROGRAM

WHEREAS, the Highland Park Housing Authority (hereinafter “the Authority”) administers the Housing Choice Voucher (HCV) Program in accordance with the regulations set forth by the U.S. Department of Housing and Urban Development (HUD); and

WHEREAS, HUD regulations (24 CFR § 982.517) require Public Housing Authorities to maintain a schedule of utility allowances for all tenant-paid utilities (including electricity, gas, water, sewer, and trash collection), which reflects current utility rates and consumption estimates; and

WHEREAS, HUD requires that utility allowance schedules be reviewed at least annually and revised if there has been a change of 10% or more in the utility rates since the last revision; and

WHEREAS, the Authority has conducted a review of current utility rates and determined that changes in certain utility rates warrant a revision of the utility allowance schedule; and

WHEREAS, the revised utility allowance schedule has been developed in accordance with HUD guidelines and is attached hereto as Exhibit A; and

WHEREAS, the revised utility allowance schedule will ensure that voucher holders are provided with an equitable allowance that reflects current utility costs and supports continued housing affordability.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Highland Park Housing Authority hereby:

1. **Approves** the revised Utility Allowance Schedule, as presented in Exhibit A;
2. **Directs** that the revised Utility Allowance Schedule be implemented for all new leases and annual reexaminations effective November 1st 2026.
3. **Authorizes** the Executive Director or designee to take all necessary actions to notify participants, landlords, and other stakeholders of the revised utility allowance schedule and to submit any required documentation to HUD.

MOVED: _____
SECONDED: _____

Member Recorded Vote
Chair Ruby Hope
Commissioner Thuy Bozzett
Commissioner David Copperman
Commissioner Padraic Millet
Commissioner William Rainwater
Commissioner Pricilla Hera

Ayes Nays Abstain Absent

RESOLUTION # 2026-21

I hereby certify that the above is a true and exact copy of the Resolution adopted by the Board of Commissioners of the Housing Authority of the Borough of Highland Park at their Regular meeting of October 8th, 2026.

Deborah M. Hurley, Secretary

Approved as to legal form by Terrence Corrison, Esq.

Highland Park Housing Authority
Summary for Section 8 Voucher

Sep-26

VMS Type Description	# of Vouchers	# of New Vouchers	Amount
Project Based Voucher	121	1	\$78,126.00
Regular Vouchers	94	0	\$115,327.00
Totals	215	1	\$193,453.00

Number of HAP Expenses After the First of Month: 1

Amount of HAP Expenses After the First of Month: \$331

Number of Voucher Units - End Month: 238

Number of Port Out Portable Out Vouchers: 24

Amount of Port Out Portable Out Vouchers \$39,569

Number of Checks written: 38

Director of Housing /Social Worker Reports Month of September 2026

Resident Community:

Several resident events occurred in the month of September.

Part-time Social Worker, Patricia Tamburello has begun to meet with residents and providing support where needed. Pat's hours are Wednesday's and Thursday's from 10:00 am until 4 pm. Recently, the Edison Housing Authority purchased software that will assist Ms. Tamburello in tracking resident's progress.

Maintenance & Capital Projects:

- The maintenance department continues to work towards improving and beautifying the properties.
- The maintenance team has been addressing works orders and at present all work orders are closed.
- Bathroom units at Park Terrace are in need of ventilation. Of the 24 units, the team has addressed (7) units and will continue the project until all are complete.

(Please note that there are several bathrooms that have need complete overall at Park Terrace. See attached images.)

Rent Collection for September:

- Park Terrace 75.1%
- Kronman 93.7%

We will be working with residents to collect rents to bring the percentage to %100. Units at both location are Occupied to 90%.

Staff: Director of Housing search is underway, as there are two candidates that will be interviewed this week to fill the vacancy. Presently, Reema Rege will be our Acting Director of Housing, Zena Sutton will step in as Director of Section 8, and Pat Tamburello, Part-Time, Social Worker.

Respectfully Submitted, Deborah Hurley, Exec. Dir.



PARK TERRACE BEFORE



PARK TERRACE AFTER





HPHA ACTIVITIES CALENDER 2026



MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SAT/SUN

 MUST REGISTER TO ATTEND NEW PROGRAM	Tel: 8773339336 announcements for HPHA – Do Not Block this Number		1	2	3/4
5	6	7 Elijah's Promise Food Changes Lives	8 Board of Commissioners meeting- 6:30pm FLU VACCINE 2:00PM-3:30 PM	9	10/11
12 OFFICE CLOSED	13	14 Elijah's Promise Food Changes Lives	15	16	17/18
 HAPPY COLUMBUS DAY	20	21 PEST CONTROL	22	23 	24/25 Longest Day in year
26 FIRE ALARM TESTING 	27	28 Elijah's Promise Food Changes Lives	29 FALL FESTIVALS PARTY AT KRONMAN	30	31



2026
FLU
VACCINE
NOW
AVAILABLE



FLU SHOT ON 8TH OCT