

HOUSING AUTHORITY OF THE BOROUGH OF HIGHLANDS
Ptak Towers
215 Shore Drive, Highlands, NJ 07732

June 18, 2025
REGULAR MEETING
Minutes of Public Portion

OPENING

Chair Miller called the meeting to order at 6:30PM.

ROLL CALL

Present	Ellen Williams, Commissioner Nancy Messina, Commissioner Chris Misita, Commissioner Barbara Brown, Commissioner Gloria Miller, Chairperson
Absent:	Rebecca Wells, Commissioner Lori Hohenleitner, Commissioner
Also Present:	Douglas G. Dzema, Executive Director Renee DeMarco, Residential Operations Manager John Bonello, Esq.

Note: (Hereafter, titles are abbreviated as: Chair, ViceChair, Comm, ED, Res, Atty)

APPROVAL OF MINUTES – *May 28, 2025 Annual and Regular Board Meeting, Public Portion*

Motion made to adopt the minutes by Comm Messina and seconded by Comm Williams.

Chair Miller asked for a vote.

Aye	(5)	Williams, Messina, Misita, Brown, Miller
Nay	(0)	
Abstention	(0)	
Absent	(2)	Wells, Hohenleitner

PRESENTATION OF BILLS

Motion made to approve the June Bills List by Comm Williams and seconded by Comm Brown.

Chair Miller asked for a vote.

Aye	(5)	Williams, Messina, Misita, Brown, Miller
Nay	(0)	
Abstention	(0)	
Absent	(2)	Wells, Hohenleitner

CORRESPONDENCE –

There is one notice of the “Notices” that went out to the residents at JPM and Ptak. Just one note, tomorrow the 19th is the day that the tree trimming/cutting is going to be done in the back so we are asking that you move your vehicles by 7:30am as the contractor is coming in to do the work.

COMMITTEE REPORTS –

Comm Williams – It is great to see the creativity that comes from the group. It is exciting. The group is going to write up comments on “Why they come?” so others can see what the group is about, what they do, what they create. The next workshop is on July 14 at 10:00am.

Comm Brown – chair yoga is still going strong. We have a steady group going, we have fun!

Comm Messina – I have an abundance of art supplies – canvases, brushes, paints. I would like to donate them.

Vacancy Report: Ptak and JPM have 0 vacancies. The Ptak waiting list has: 7 residents and 82 non-residents. The JPM waiting list has: 6 residents and 16 non-residents.

OFFICERS & STAFF REPORT –

ED Dzema – July 8 we are having a party. It is going to be a barbeque at 1:00pm and Clifford will be here. Taliciero’s if going to bring the grill for the catering.

July 23rd is our next board meeting, in lieu of a light schedule, we typically do cancel the July meeting. So I ask if we can take a vote tonight to cancel the July meeting? Motion made by Comm Messina and seconded by Comm Brown to cancel the July 23, 2025 Regular Board Meeting. Chair Miller asked for a vote: All in favor.

The generator is in the works. We are putting a temporary generator in while the repair is being done. The contractor came to the table and gave us a nice concession financially in terms of repairing it, so now it makes sense to repair it. We don’t have the timing yet.

OLD BUSINESS – None

NEW BUSINESS – None

RESOLUTIONS – None

PUBLIC PORTION –

William Wuelfing – apt. 509. Can we get a flex hose, if we get 200 feet I can water the flowers? **ED Dzema** – Just so everyone understands why he is asking, the hose is too heavy for him and he wants to help out and water for us. We have talked with Joe about this and are trying to come up with a solution.

ADJOURNMENT-

Chair Miller closed the public meeting at 6:45PM.

Motion made by Comm Messina to adjourn meeting, and seconded by Comm Williams . All in favor.

Motion to adopt June 18, 2025 Regular Board Meeting, Public Portion Minutes moved by Commissioner Hohenleitner and seconded by Commissioner Messina .

Roll Call for Adoption of June 18, 2025 Regular Board Meeting Minutes

	Ayes	Nays	Absent	Abstain
Commissioner Wells			X	
Commissioner Williams	X			
Commissioner Messina	X			
Commissioner Hohenleitner	X			
Commissioner Misita	X			
Commissioner Brown	X			
Chairperson Miller	X			

The foregoing is a true copy of the Minutes adopted at a Regular Meeting of the Housing Authority of the Borough of Highlands, New Jersey, duly called and held on the 27th day of August, 2025.



Douglas Dzema
Executive Director