

Minutes of the December 16, 2019 Board Meeting

The Regular Meeting of the Englewood Housing Authority was called to order at 6:12 PM by Chairman Aspinwall at the offices of the Englewood Housing Authority, 111 West Street, Englewood, NJ 07631. The Executive Director complied with the Open Public Meetings Act and stated that adequate notice of this meeting was provided in the following manner: on December 1, 2018 a notice of the date, time and place of this meeting was sent to the Bergen Record and Star Ledger newspapers and a copy was sent to the City Clerk and also posted on the City's officially designated bulletin board.

Roll call:

Chairman Aspinwall	Present
Vice Chairman Carlos Aguila Jr.	Present
Commissioner Desiree Chaney	Present
Commissioner Melvina Cobb	Present
Commissioner Correa	Present
Commissioner Gurfein	Present
Commissioner Whilby	Present
Domingo Senande, Executive Director	Present
William Katchen, CPA	Present
Terrence Corriston, Esq.	Present

Minutes

A motion was made by Commissioner Chaney and seconded by Commissioner Correa to approve the minutes of the November 25, 2019 Board Meeting. The motion carried with all in favor.

Report of the Executive Director

At Westmoor Gardens, the boiler casting of 155 West Street failed. Fortunately, the part was still under warranty. However, the labor to replace the part was in excess of \$5,000.

Westmoor Gardens has purchased an enclosed trailer hitch off of State contract. In the winter, the trailer will transport our snow removal equipment to our various sites. In addition, safety lights were purchased for the interior and exterior of the trailer. The lights will be installed by EHA staff. Furthermore, a broom-attachment has been purchased for our snow removal tractor (off of State contract). The broom attachment will allow staff to clean the site quickly and down to concrete which will improve safety.

At Westmoor Garden, EHA will be adding additional cameras to the property to cover blind spots for approximately \$8,000. These cameras were not included in the original upgrade given they were difficult (and thus expensive) to install given their location.

However, for the sake of safety and to have total coverage of the property (including the sidewalk along West Street), EHA will be installing the cameras. The price also includes the repair of defective wiring to our existing system. In addition, the price includes placing all headend equipment into a larger rack and wiring the system in a professional manner.

EHA has secured a lighting grant for Tibbs. 148 light fixtures on the outside and inside of the property will be converted to new LED fixtures. The cost of labor and materials to EHA will be \$100.

EHA currently has no vacancies.

Resolutions

A motion was made by Commissioner Gurfein and seconded by Commissioner Correa to approve the resolution awarding UFS Fire Alarm System the contract to replace the fire panel at the Westmoor Gardens Community Center. The motion carried with all in favor.

A motion was made by Chairman Aspinwall and seconded by Commissioner Gurfein to approve the resolution awarding FDG Universal the labor contract to install 94 bathroom exhaust fans at Westmoor Gardens. The motion carried with all in favor.

A motion was made by Commissioner Correa and seconded by Commissioner Cobb to approve the resolution awarding Vanore Electric the contract to replace all exterior wall pack lighting at Westmoor Gardens. The motion carried with all in favor.

A motion was made by Commissioner Whilby and seconded by Commissioner Correa to approve the resolution awarding Ken's Tree Care the contract to trim, replace and plant trees at Westmoor Gardens. The motion carried with all in favor.

A motion was made by Commissioner Correa and seconded by Commissioner Chaney to approve the resolution naming the Executive Director the JIF Insurance Fund Commissioner for 2020. The motion carried with all in favor.

A motion was made by Chairman Aspinwall and seconded by Commissioner Aguila to approve the bills and claims for the month of December. The motion carried with all in favor.

Adjournment

A motion was made by Commissioner Aguila and seconded by Commissioner Cobb to adjourn the meeting at 6:42 PM. The motion carried with all in favor.

Respectfully submitted,

Domingo Senande
Executive Director