

Minutes of the July 27, 2015 Board Meeting

The Regular Meeting of the Englewood Housing Authority was called to order at 4:10PM by Chairman Kane 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 9, 2014 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 Kane	Present
	Vice-Chairman Dermansky	Present
	Commissioner Aspinwall	Present
	Commissioner Cobb	Absent
	Commissioner Correa	Present
	Commissioner Johnson-Rothman	Absent

Maria Iwano, Executive Director	Present
Terrence Corrison, Esq.	Present
William Katchen, CPA	Present
Anthony Giampaolo, CPA	Present

Mr. Giampaolo reported on the audit of the Englewood Housing Authority for FYE 2014. The Authority is financially doing well. There were no findings in Public Housing and HCV files as well as Capital Fund files. Recommendation made on net book value of the Authority's assets. Recommendation made is to increase the structure inside the building to keep the condition of the building acceptable. Not considered at the time of the audit, is the replacement of boilers and water heaters which is a sizable expenditure. New for this year is the adoption of a Conflict of Interest Policy based on the new uniform guide of 2014 as well a Capitalization Policy based on the same guide.

A motion was made by Commissioner Aspinwall and seconded by Commissioner Correa to approve the minutes of the June 22, 2015 Board Meeting. The motion carried with the abstention of Vice-Chairman Dermansky.

Written Report of the Maintenance Supervisor

The Maintenance Supervisor reported that the bathroom renovations are near completion at building 175 and buildings 165 & 155 are expected to be completed by the end of July. We have turned over two units in Tibbs this month. We passed the yearly elevator inspections. The HVAC unit for the hallways in Tibbs needs a new compressor. We have replaced three dumpsters for Westmoor and Foti. We continue to stay on top of bedbug inspections and treatments of affected units. New picnic tables have been installed in the picnic area at the rear of the Tibbs building.

Report of the Executive Director

We continue to fulfill the requirements for the RAD conversion of Tibbs. AEI has started the PCA; we have participated in the “kickoff” call with HUD representatives and we will be submitting the amendment to the Annual/5Year Plan. We have received and are reviewing the affordable housing unit rental rate calculations for pricing newly constructed units as they pertain to the new housing complex expected to be completed in 2016. We received a REAC score of 83 for FYE 2014. At the request of the Director, Mr. Corrison updated the Board on meeting with the City on planned affordable units. The Housing Authority has been asked to be the administering agent for 15 affordable units in a new complex being constructed in the City. We will be working with the builder to meet the COAH requirements. The Housing Authority will be reimbursed an amount for related expenses.

Resolutions

A motion was made by Commissioner Aspinwall and seconded by Vice-Chairman Dermansky to approve the audit of the Englewood Housing Authority for the FYE 214. The motion carried with all in favor.

A motion was made by Commissioner Aspinwall and seconded by Commissioner Correa to award the contract to Pennetta Industrial for the replacement of multiple boilers and hot water heaters at the Tibbs building. The motion carried with all in favor.

A motion was made by Chairman Kane and seconded by Commissioner Aspinwall to award the contract for painting services on an “as needed basis” for the Tibbs building to Aris Painting. The motion carried with all in favor.

A motion was made by Chairman Kane and seconded by Vice-Chairman Dermansky to award the contract for painting services on an “as needed basis” for the Westmoor Gardens to Aris Painting. The motion carried with all in favor.

A motion was made by Commissioner Aspinwall and seconded by Commissioner Correa to authorize the amendment of the PHA Annual/5Year Plan to include the conversion of assistance to RAD. The motion carried with all in favor.

A motion was made by Commissioner Aspinwall and seconded by Commissioner Correa to approve the bills for the month of July. The motion carried with all in favor.

A motion was made by Chairman Kane and seconded by Commissioner Aspinwall to approve the transfer of tenant security accounts from Bank of America to Bank of New Jersey. The motion carried with all in favor.

Old Business

The Director updated the Board on future improvement expenditures at Westmoor Gardens. We have received 3 quotes for the replacement of all interior doors. The lowest quote is \$225/door, for 256 doors, primed, painted, installed, with all hardware. We are in the process of getting estimates on the replacement of mailboxes. Cost is estimated to be \$9,000 at minimum. The baseboard heating elements are in bad condition and need replacing. To replace them all is at least \$190,000+. To make repairs to the floors we will need an Architect/Engineer as the problem is complex.

A motion was made by Chairman Kane and seconded by Commissioner Aspinwall to authorize an amount of \$225.00 per door to replace 256 interior doors at Westmoor Gardens. The motion carried with all in favor.

A motion was made by Commissioner Aspinwall and seconded by Vice-Chairman Dermansky to authorize the Director to advertise for an RFP for A/E to address the repairs needed to the floors at Westmoor Gardens. The motion failed to pass with an abstention from Chairman Kane.

New Business

Mayor Frank Huttel addressed the board on the need for additional senior housing in the City and requested that the Housing Authority work with him to explore the property options available in the City. The Mayor will be meeting with Housing Authority Counsel and Fee Accountant who will report to the Board.

A motion was made by Commissioner Aspinwall and seconded by Chairman Kane to adjourn the meeting at 5:30PM.

Respectfully submitted,
Maria Iwano
Executive Director