

## Minutes of the February 27, 2017 Board Meeting

The Regular Meeting of the Englewood Housing Authority was called to order at 7:08PM by Chairman Dermansky 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, 2016 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:

|                                     |         |
|-------------------------------------|---------|
| Vice-Chairman Dermansky             | Present |
| Commissioner Aspinwall              | Present |
| Commissioner Correa                 | Absent  |
| Commissioner Jones                  | Present |
| Commissioner Moche                  | Absent  |
| Commissioner Gurfein                | Present |
|                                     |         |
| Domingo Senande, Executive Director | Present |
| William Katchen, CPA                | Present |
| Terrence Corriston, Esq.            | Present |

### Minutes

A motion was made by Chairman Dermansky and seconded by Commissioner Jones to approve the minutes of the December 19, 2016 Board Meeting. The motion carried with all in favor.

### Report of the Executive Director

Relative to human resources, rather than replace the vacant Maintenance Supervisor position at this time, EHA has hired a Maintenance Worker at a lower salary. In addition, due to the resignation of another maintenance employee, EHA is seeking to hire another Maintenance Worker. Although EHA has been utilizing temporary workers over the past few months, their skill sets are limited. Nevertheless, EHA maintenance staff has been keeping up with work orders and residents have been complimentary of their efforts.

At Tibbs, EHA has been working with the Englewood Police Department (EPD) regarding a homeless individual that was squatting in the building. The gentlemen has been removed and sent to the hospital on two occasions. EHA and EPD have been seeking to offer assistance to the gentlemen but he has not accepted our assistance. Moving forward, EPD has notified the gentlemen that he is not to enter Tibbs again or he may be arrested.

Regarding EHA's Housing Choice Voucher (Section 8) program, EHA has received a High Performer score – HUD's highest designation – for the 2016 calendar year.

EHA is currently finalizing the closet door replacement project at Westmoor Gardens. In addition, EHA will be completing several upgrades to the property over the next couple of months. For example, EHA will be replacing all smoke detectors with new combination smoke and carbon monoxide detectors that include tamper-proof 10 year lithium batteries. In addition, when the weather breaks, EHA will begin completing necessary concrete/asphalt and landscaping work.

There are no vacancies at the properties managed by the Englewood Housing Authority.

Chairman Dermansky brought up the upcoming NJ NAHRO Conference in April and recommended Commissioners attend the educational event.

Terry Corriston also brought up seeking a grant from Greater Bergen Community Action for weatherization work at our 115 Humphrey Street property given the need for HVAC work at the site. The Executive Director will reach out to the organization.

### **Resolutions**

A motion was made by Commissioner Jones and seconded by Vice-Chairman Aspinwall approving a change order to RCO for the additional of wooden saddle thresholds for all closets at Westmoor at a cost of \$28 per double closet and \$14 per single closet. The motion carried with all in favor.

A motion was made by Commissioner Jones and seconded by Commissioner Gurfein awarding the accounting services contract to William Katchen, C.P.A. The motion carried with all in favor.

A motion was made by Chairman Dermansky and seconded by Commissioner Jones awarding the legal services contract to Breslin & Breslin. The motion carried with all in favor.

A motion was made by Vice-Chairman Aspinwall and seconded by Chairman Dermansky awarding the auditing services contract to Hymanson, Parnes and Giampaolo, CPA. The motion carried with all in favor.

A motion was made by Chairman Dermansky and seconded by Vice-Chairman Aspinwall approving the bills for the month of January and February. The motion carried with all in favor.

A motion was made by Commissioner Jones and seconded by Chairman Dermansky to adjourn the meeting at 7:26PM. The motion carried with all in favor.

Respectfully submitted,

Domingo Senande  
Executive Director