

Minutes of the March 27, 2017 Board Meeting

The Regular Meeting of the Englewood Housing Authority was called to order at 7:13 PM 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:

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

Minutes

A motion was made by Vice-Chairman Aspinwall and seconded by Chairman Dermansky to approve the minutes of the February 27, 2016 Board Meeting. The motion carried with all in favor.

Report of the Executive Director

The Westmoor Gardens physical REAC inspection is scheduled for May 19, 2017. By the day of inspection, all apartments will have been inspected and all work orders will have been completed. There are several projects that are underway to the exterior or common areas of the property, e.g.: mechanical room upgrades, extensive cement repairs, garage and shed door replacement, asphalt sealing and restriping, tree removal, structural engineer study of 2 buildings, power-washing of building exteriors, fire extinguisher upgrades for common areas, retaining wall repairs, repair of exterior siding, various locksmith repairs and upgrades, etc. In addition, the Englewood Housing Authority is currently gathering pricing for landscape upgrades, a new garbage enclosure and fencing work. Inside the units, we are conducting comprehensive inspections and repairs so that every unit is REAC-ready. The closet door replacement project will have been completed by the end of April at the latest. In addition, all smoke and carbon monoxide detectors are in the process of being replaced. In addition, common repairs to the interior of the units include: new

kitchen exhaust fans, refrigerator gaskets, various kitchen cabinet repairs, spackle and painting of holes, flooring repairs, lighting repairs, electrical outlet and switch repairs, screen replacements, etc.

The Tibbs senior building has recently had an outbreak of bed bugs. EHA is aggressively and proactively dealing with the problem. As EHA has done in the past, we contracted with our pest control vendor to have the building walked through by a trained bed bug dog. The dog hit on one additional apartment that was infested to the point where we needed to have the apartment heat treated but which did not fully remedy the situation. The heat treatment is guaranteed so the pest control vendor treated the unit again. At this time, EHA believes the bed bug situation throughout the building is under control.

At Tibbs, a resident has been in the hospital for the past 3 weeks. The tenant had been using the oven as supplemental heat. When the resident was taken to the hospital by ambulance, the tenant did not turn off the oven nor shut the oven door. After 3 weeks of the oven being on, the apartment heated up to a point where the fire sprinkler was set off at midnight on a Sunday. The apartment is on the 4th floor and created a flood on the floors below and the basement. The entire maintenance staff was called in for the cleanup. The maintenance staff had the building cleaned up by 7am and then started their regular 8 hour shift. Moving forward, EHA will inspect tenant apartments once we hear that they have been taken to a hospital or other medical facility.

With regard to vacancies, due to a death, we will have one vacancy at Westmoor Gardens as of April 1st. In addition, we were just notified today that a Tibbs resident will be moving out. We have already identified new tenants for both units.

The Executive Director held a Tibbs Tenant Meeting on Monday, March 27th at 3:30pm. The Executive Director holds tenant meetings every other month. The meeting was very well attended and minor issues were raised by the residents which will be resolved in short order.

Resolutions

A motion was made by Vice-Chairman Aspinwall and seconded by Commissioner Gurfein approving the resolution increasing the Westmoor Gardens closet replacement contract to not-to-exceed \$180,000. The motion carried with all in favor.

A motion was made by Chairman Dermansky and seconded by Commissioner Gurfein approving the resolution authorizing the Executive Director to contract with RCO Construction for temporary maintenance work for Westmoor Gardens. The motion carried with all in favor.

A motion was made by Vice-Chairman Aspinwall and seconded by Chairman Dermansky authorizing the Executive Director to contract with Parent Door for locksmith services. The motion carried with all in favor.

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

A motion was made by Commissioner Jones and seconded by Chairman Dermansky to adjourn the meeting at 7:31PM. The motion carried with all in favor.

Respectfully submitted,

Domingo Senande
Executive Director