

Minutes of the October 28, 2018 Board Meeting

The Regular Meeting of the Englewood Housing Authority was called to order at 7:12 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 January 8, 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 Chairwoman Jones	Present
Commissioner Correa	Present
Commissioner Moche	Present
Commissioner Gurfein	Present
Commissioner Aguila	Present
Domingo Senande, Executive Director	Present
William Katchen, CPA	Present
Terrence Corriston, Esq.	Present

Minutes

A motion was made by Commissioner Jones and seconded by Chairman Aspinwall to approve the minutes of the September 24, 2018 Board Meeting. The motion carried with Commissioner Moche abstaining.

Report of the Executive Director

Regarding vacancies, the Tibbs senior building will have four vacancies at the end of October with another vacancy by the end of November.

At Westmoor Gardens, the high-efficiency water heater at 165 West Street is no longer operational. The tenants have been without hot water for about a week. The water heater was installed approximately five years ago and is out of warranty. Replacing the existing unit with a similar unit will cost approximately \$25,000 and it will take at least three weeks for the unit to arrive. As an alternative, we are investigating replacing the existing system with individual electric tankless hot water heaters in each of the 8 apartments. Under the current setup, Westmoor Gardens pays for the hot water. With this new proposed system, the tenants would be responsible for the cost of the electricity needed to run the unit. In the future, when the water heater breaks inside the apartment, it can be replaced by our maintenance personnel with a new unit which

costs approximately \$400 at Home Depot. Although I do not yet know how much this new system will cost to install, it is likely less expensive than swapping out the broken system with a similar one plus we would complete the job by next week. We currently estimate our tenants' electric bills will increase on average \$250 a year which we'll need to address. As of the writing of this report, we hope to begin the work on Saturday. Mr. William Katchen has provided budget to actual (revenue over expenses) data for the various programs: EHA is approximately \$117,000 positive; Westmoor Gardens is approximately \$62,000 positive; the HCV program is approximately \$137,000 positive; EHMS is approximately \$39,000 positive; and Foti has a loss of approximately \$2,000 as a result of modernization work currently being performed.

Resolutions

A motion was made by Commissioner Gurfein and seconded by Chairman Aspinwall to approve the EHA Annual Plan. The motion carried with all in favor.

A motion was made by Chairman Aspinwall and seconded by Commissioner Correa to approve the introduction of EHA's state budget for 2019. The motion carried with all in favor.

A motion was made by Commissioner Moche and seconded by Chairman Aspinwall to approve the introduction of EHA's operating budget for 2019. The motion carried with all in favor.

A motion was made by Commissioner Aguila and seconded by Commissioner Moche to approve the Section 8 Housing Choice Voucher budget for 2019. The motion carried with all in favor.

A motion was made by Commissioner Moche and seconded by Chairman Aspinwall to approve the Englewood Housing Management Services budget for 2019. The motion carried with all in favor.

A motion was made by Commissioner Correa and seconded by Commissioner Jones to approve the John J. Foti budget for 2019. The motion carried with all in favor.

A motion was made by Commissioner Jones and seconded by Commissioner Correa to approve the Westmoor Gardens, Inc. budget for 2019. The motion carried with all in favor.

A motion was made by Commissioner Jones and seconded by Chairman Aspinwall to

approve the bills and claims for the month of October. The motion carried with all in favor.

New Business

The Board of Commissioners has agreed to cover up to \$500 of legal expenses to assist David Cruz, an EHA employee, defend himself against summons issued by the Englewood Police Department when Mr. Cruz was responding after hours in his personal vehicle to a fire alarm at the Vincent K. Tibbs Senior Building.

Adjournment

A motion was made by Commissioner Jones and seconded by Chairman Aspinwall to adjourn the meeting at 7:42 PM. The motion carried with all in favor.

Respectfully submitted,



Domingo Senande
Executive Director