

ENGLEWOOD HOUSING AUTHORITY  
111 West Street  
Englewood, New Jersey 07631  
Tel.: (201) 871-3451  
Fax: (201) 871-5908

RESOLUTION NO. 04-24-2023 (1)

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD  
APPROVING THE BOARD MEETING MINUTES OF THE  
MARCH 27, 2023  
BOARD OF COMMISSIONERS MEETING

OFFERED BY: Commissioner Whilby  
SECONDED BY: Commissioner Gurfein

BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING  
AUTHORITY OF THE CITY OF ENGLEWOOD AS FOLLOWS:

To approve the March 27, 2023, Board Meeting minutes.

Melvina Cobb  
Melvina Cobb, Vice Chairwoman

ATTEST:

Domingo Sepanda  
Domingo Sepanda, Executive Director

Vice Chairwoman Melvina Cobb  
Commissioner Desiree Chaney  
Commissioner Raul Correa  
Commissioner Elisha Gurfein  
Commissioner Alfonso Whilby

Aye  
Absent  
Aye  
Aye  
Aye

At the Board Meeting of April 24, 2023 (1) upon roll call of Commissioners present, all voted "Aye" and Resolution April 24, 2023 (1) as carried.

ENGLEWOOD HOUSING AUTHORITY  
111 West Street  
Englewood, New Jersey 07631  
Tel.: (201) 871-3451 Fax: (201) 871-5908

RESOLUTION NO. 4-24-23 (2)

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD AUTHORIZING  
AN ADDITIONAL EXTENSION OF A CONTRACT TO  
WILLIAM KATCHEN, C.P.A. FOR ACCOUNTING SERVICES

OFFERED BY: Vice Chairwoman Cobb  
SECONDED BY: Commissioner Whilby

WHEREAS, WILLIAM KATCHEN, C.P.A. was awarded a contract for accounting services in  
RESOLUTION 4-25-2022 (2); and.

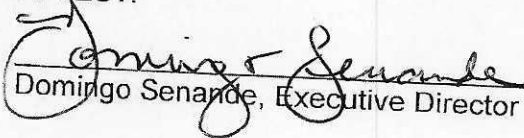
WHEREAS, based upon its evaluation and review of references the Housing Authority staff  
recommended that WILLIAM KATCHEN, C.P.A. be awarded a contract for a period of one year with  
the option of an additional one-year extension in the amount of \$48,000.00 payable in equal monthly  
installments of \$4,000.00; and


WHEREAS, the Executive Director, Mr. Domingo Senande recommends that it is in the best  
interest of the Housing Authority of the City of Englewood to extend WILLIAM KATCHEN, C.P.A.  
contract for an additional year; and

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Housing  
Authority of the City of Englewood, that a contract for accounting services for the Englewood Housing  
Authority be extended to William Katchen, C.P.A. for an additional one year in the amount of  
\$48,000.00 payable in equal monthly installments of \$4,000.00; and

BE IT RESOLVED that legal counsel approves the appropriate form of contract.

ATTEST:

  
Domingo Senande, Executive Director

  
Melvina Cobb, Vice Chairwoman

Vice Chairwoman Melvina Cobb  
Commissioner Desiree Chaney  
Commissioner Raul Correa  
Commissioner Elisha Gurfein  
Commissioner Alfonso Whilby

Aye  
Absent  
Aye  
Aye  
Aye



ENGLEWOOD HOUSING AUTHORITY  
111 West Street  
Englewood, New Jersey 07631  
Tel.: (201) 871-3451 Fax: (201) 871-5908  
TTY: (201) 871-8951

RESOLUTION NO. 4-24-23 (3)

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD AUTHORIZING  
AN ADDITIONAL ONE YEAR EXTENSION OF THE CONTRACT TO HYMAMSON, PARNES &  
GIAMPAOLO, C.P.A.  
FOR AUDIT SERVICES

OFFERED BY: Vice Chairwoman Cobb  
SECONDED BY: Commissioner Correa

WHEREAS, HYMAMSON, PARNES & GIAMPAOLO, C.P.A. was awarded a contract for the audit services in RESOLUTION NO. 4-25-2022 (3); and

WHEREAS, based upon its evaluation and a review of references the Housing Authority staff recommended that HYMAMSON, PARNES & GIAMPAOLO, C.P.A. be awarded a contract for a period of one year with the option of an additional one-year extension in the amount of:

E.H.M.S.	\$3,780.00
Pub. Hsg./Sec. 8	\$10,070.00
W.G. -	\$8,055.00
Total Fee:	\$21,905.00; and

WHEREAS, the Executive Director, Mr. Domingo Senande recommends that it is in the best interest of Housing Authority of the City of Englewood to extend HYMAMSON, PARNES & GIAMPAOLO, C.P.A. contract for an additional year; and

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioner of the Housing Authority of the City of Englewood, that the contract for audit services for the Englewood Housing Authority, be extended to HYMAMSON, PARNES & GIAMPAOLO, C.P.A. for an additional one year in the amount of:

E.H.M.S.	\$3,780.00
Pub. Hsg./Sec. 8	\$10,070.00
W.G. -	\$8,055.00
Total Fee:	\$21,905.00; and

BE IT RESOLVED that legal counsel approves the appropriate form of contract.

ATTEST:

Domingo Senande  
Domingo Senande, Executive Director

Melvina Cobb  
Melvina Cobb, Vice Chairwoman

Vice Chairwoman Melvina Cobb  
Commissioner. Desiree Chaney  
Commissioner Raul Correa  
Commissioner Elisha Gurfein  
Commissioner Alfanso Whilby

Aye  
Absent  
Aye  
Aye  
Aye

ENGLEWOOD HOUSING AUTHORITY  
111 West Street  
Englewood, New Jersey 07631  
Tel.: (201) 871-3451 Fax: (201) 871-5908  
TTY: (201) 871-8951

RESOLUTION NO. 4-24-23 (4)

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD AUTHORIZING  
AN ADDITIONAL ONE YEAR EXTENSION OF THE CONTRACT TO BRESLIN & BRESLIN, P.A.  
FOR LEGAL SERVICES

OFFERED BY: Vice Chairwoman Cobb  
SECONDED BY: Commissioner Whilby

WHEREAS, BRESLIN & BRESLIN, P.A. was awarded a contract for the legal services in  
RESOLUTION NO. 4-25-2022 (4); and

WHEREAS, based upon its evaluation and a review of references the Housing Authority staff  
recommended that **Breslin & Breslin, P.A.** be awarded a contract for a period of one year with the  
option of an additional one-year extension in the amount of **\$45,600.00** payable in equal monthly  
installments of **\$3,800.00** and non-routine litigation for all counsel for the sum of **\$150.00** per hour;  
and

WHEREAS, the Executive Director, Mr. Domingo Senande recommends that it is in the best interest  
of Housing Authority of the City of Englewood to extend **BRESLIN & BRESLIN, P.A.** contract for an  
additional year; and

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioner of the Housing Authority of  
the City of Englewood, that the contract for legal services for the Englewood Housing Authority, be  
extended to **Breslin & Breslin, P.A.** for an additional one year in the amount of **\$45,600.00** payable  
in equal monthly installments of **\$3,800.00** and non-routine litigation for all counsel for the sum of  
**\$150.00** per hour; and

BE IT RESOLVED that legal counsel approves the appropriate form of contract.

ATTEST:

Domingo Senande  
Domingo Senande, Executive Director

Melvina Cobb  
Melvina Cobb, Vice Chairwoman

Vice Chairwoman Melvina Cobb  
Commissioner. Desiree Chaney  
Commissioner Raul Correa  
Commissioner Elisha Gurfein  
Commissioner Alfanso Whilby

Aye  
Absent  
Aye  
Aye  
Aye



ENGLEWOOD HOUSING AUTHORITY  
111 West Street  
Englewood, New Jersey 07631  
Tel.: (201) 871-3451  
Fax: (201) 871-5908

RESOLUTION NO. 04- 24- 2023 (5)

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD  
FOR THE EXTENSION OF LEASE AGREEMENT TO FORWARD REALTY CORP.  
FOR  
10 WEST IVY LANE, ENGLEWOOD, NEW JERSEY 07631

OFFERED BY: Vice Chairwoman Cobb  
SECONDED BY: Commissioner Gurtein

**WHEREAS**, due to hurricane Ida there was a need to lease an appropriate office space in RESOLUTION 03-28-2022 (2); and

**WHEREAS**, based upon the evaluation and review of references the Housing Authority staff recommended that **Forward Realty Corp.** be awarded the lease agreement for a period of one year in the amount of:

\$17,000.00 paid upon execution of lease for entire term  
Possession date – April 1, 2023  
Security deposit - \$1,146.67; and

**WHEREAS**, the lease agreement has expired and the Executive Director, Domingo Senande recommends that it is in the best interest of the Housing Authority of the City of Englewood to extend the lease for an additional one year on the same terms and conditions to **Forward Realty Corp.**; and

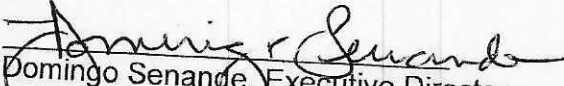
**NOW THEREFORE BE IT RESOLVED**, by the Board of Commissioners of the Housing Authority of the City of Englewood, that the extension of the lease agreement for office spaces 7 & 8 at 10 West Ivy Lane, Englewood, New Jersey 07631 be awarded to **Forward Realty Corp.** for an additional one year on the same terms and conditions in the amount of:

\$17,000.00 paid upon execution of lease for entire term  
Lease commencement – April 1, 2023

**BE IT RESOLVED** that legal counsel shall approve the appropriate form of contract.

Melvina Cobb  
Melvina Cobb, Vice Chairwoman

ATTEST:

  
Domingo Senande, Executive Director

Vice Chairwoman Melvina Cobb  
Commissioner Desiree Chaney  
Commissioner Raul Correa  
Commissioner Elisha Gurfein  
Commissioner Alfonso Whilby

Aye  
Absent  
Aye  
Aye  
Aye

ENGLEWOOD HOUSING AUTHORITY  
111 West Street  
Englewood, New Jersey 07631  
Tel.: (201) 871-3451 Fax: (201) 871-5908  
TTY: (201) 871-8951

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF  
ENGLEWOOD APPROVING THE LONGEVITY PAY OF DAVID  
CRUZ FOR HIS FIVE YEARS OF CONTINUOUS WORK SERVICE

Resolution No. 04-24-2023 (6)

OFFERED BY: Vice Chairwoman Cobb  
SECONDED BY: Commissioner Correa

WHEREAS, the Englewood Housing Authority's Personnel Policy compensates employees after five years of continuous work service in a one-time lump sum longevity pay; and

WHEREAS, the employee David Cruz, Maintenance Worker will be compensated a one-time lump sum longevity pay in the amount of \$500.00; and

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Englewood Housing Authority authorize the approval of one-time lump sum longevity pay in the amount of \$500.00 to David Cruz, Maintenance Worker.

Melvina Cobb  
Melvina Cobb, Vice Chairwoman

ATTEST:

Domingo Senande  
Domingo Senande, Executive Director

Vice Chairwoman Melvina Cobb  
Commissioner Desiree Chancy  
Commissioner Raul Correa  
Commissioner Elisha Gurfein  
Commissioner Alfanso Whilby

Aye  
Absent  
Aye  
Aye  
Aye



ENGLEWOOD HOUSING AUTHORITY  
111 West Street  
Englewood, New Jersey 07631  
Tel.: (201) 871-3451 Fax: (201) 871-5908  
TTY: (201) 871-8951

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF  
ENGLEWOOD APPROVING THE LONGEVITY PAY OF OSCAR  
MINA FOR HIS FIVE YEARS OF CONTINUOUS WORK SERVICE

Resolution No. 04-24-2023 (7)

OFFERED BY: Vice Chairwoman Cobb  
SECONDED BY: Commissioner Gurfein

WHEREAS, the Englewood Housing Authority's Personnel Policy compensates employees after five years of continuous work service in a one-time lump sum longevity pay; and

WHEREAS, the employee Oscar Mina, Maintenance Worker will be compensated a one-time lump sum longevity pay in the amount of \$500.00; and

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Englewood Housing Authority authorize the approval of one-time lump sum longevity pay in the amount of \$500.00 to Oscar Mina, Maintenance Worker.

Melvina Cobb

Melvina Cobb, Vice Chairwoman

ATTEST:

Domingo Serrano  
Domingo Serrano, Executive Director

Vice Chairwoman Melvina Cobb  
Commissioner Desiree Chancy  
Commissioner Raul Correa  
Commissioner Elisha Gurfein  
Commissioner Alfonso Whilby

Aye  
Absent  
Aye  
Aye  
Aye



ENGLEWOOD HOUSING AUTHORITY  
111 West Street  
Englewood, New Jersey 07631  
Tel.: (201) 871-3451  
Fax: (201) 871-5908

RESOLUTION NO. 04-24-2023 (8)

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD  
APPROVING BILLS AND CLAIMS FOR THE PERIOD  
OF  
APRIL

OFFERED BY: Vice Chairwoman Cobb  
SECONDED BY: Commissioner Gurfein

WHEREAS, the bills and claims per the attached listing (voucher numbers through)

EHA Operating –	4771
E.H.M.S., Inc. –	2709
Foti –	2796
Section 8 –	15570
Westmoor Gardens –	8283

were reviewed and found acceptable as amended at the meeting.

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the Housing Authority of the City of Englewood approve disbursement and payment of all checks on the attached listing for the period of April 1<sup>st</sup> through 30<sup>th</sup>.

**BE IT FURTHER RESOLVED** that the Board of Commissioners of the Housing Authority of the City of Englewood approve payment of all other checks identified in the attached listing for the period of April.

Melvina Cobb  
Melvina Cobb, Vice Chairwoman

ATTEST:

Domingo Senande  
Domingo Senande, Executive Director

Vice Chairwoman Melvina Cobb  
Commissioner Desiree Chaney  
Commissioner Raul Correa  
Commissioner Elisha Gurfein  
Commissioner Alfanso Whilby

Aye  
Absent  
Aye  
Aye  
Aye

At the Board Meeting of April 24, 2023 (8) upon roll call of Commissioners present, all voted "Aye" and Resolution April 24, 2023 (8) as carried.