

Minutes of January 27, 2025, Board Meeting

The Regular Meeting of the Englewood Housing Authority was called to order at 7:01 PM by Chairwoman Glynn via Zoom. The Executive Director complied with the Open Public Meetings Act and stated that adequate notice of this meeting was publicly advertised, and 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 posted on the City's officially designated bulletin board.

Roll call:

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| Chairwoman Glynn | Present |
| Vice Chairwoman Cobb | Present |
| Commissioner Correa | Present |
| Commissioner Lemelle | Present |
| Commissioner Lee, Jr. | Present |
| | |
| Domingo Senande, Executive Director | Present |
| William Katchen, CPA | Present |
| Terrence Corrison, Esq. | Present |

Minutes

A motion was made by Chairwoman Glynn and seconded by Commissioner Lee to approve the minutes of the December 16, 2024, Board Meeting. The motion carried with all in favor.

Executive Director's Report

Vincent K. Tibbs Senior Building

- The construction at 111 West Street is progressing as planned.
- Several significant change orders will be presented for resolution beginning in February. All the change orders that remain are within the budget parameters.
 - Drill Construction Contract: 1st floor, basement, exterior work
 - Gas Line Replacement
 - The gas lines on the first through sixth floor are being replaced under existing contracts. The basement gas lines should be replaced as well given their age and current unsafe condition.
 - Pipe Insulation
 - When the basement flooded, the insulation on all existing pipes was removed. Replacement of the insulation was not included in the existing contracts.

- Lighting Fixtures
 - Due to an architect error, the flush mount lighting fixtures that were ordered for the first floor can no longer be installed. The first floor now needs hanging pendant lights or a different type of flush mount fixture. The wrong fixtures were approved and delivered. EHA believes LAN Associates will assume the cost of the change order.
- There will be additional change orders that are still being processed.
- Javier Construction: Apartment Renovations
 - There are three change orders that will be presented in February and/or March.
 - Electrical Upgrades:
 - The change order is to replace the majority of the electrical wiring in all 130 apartments.
 - Kitchen Cabinet Replacement:
 - All the cabinets in the 130 apartments have been removed so that the pipes inside the walls can be replaced. EHA is still determining its budget to determine the extent of the project. The change order would only be for the material costs of the cabinets since installation is already included in the base price.
 - Reconfigure Shafts:
 - Once demolition was completed, it was uncovered that the shaft where all the pipes are housed were poorly designed. A remedy is currently being designed.

Public Comments

There was no one from the public present to provide public comment.

Resolutions

A motion was made by Chairwoman Glynn and seconded by Commissioner Correa to approve the adoption of the resolution concerning the review of the positive findings of the Local Finance Board with respect to the proposed financing to provide for the issuance of housing revenue bonds. The motion carried with all in favor.

A motion was made by Commissioner Lemelle and seconded by Commissioner Correa to approve the adoption of a resolution authorizing the issuance and sale of housing revenue bonds in the principal amount not to exceed \$15,000,000 and authorizing and approving the execution and delivery of agreements and related instruments. The motion carried with all in favor.

A motion was made by Commissioner Lemelle and seconded by Commissioner Lee to approve the adoption of the Englewood Housing Management Services, Inc., amended and restated property leasing and management agreement. The motion carried with all in favor.

A motion was made by Vice Chairwoman Cobb and seconded by Commissioner Lemelle to approve a change order for the contract for architect and engineering services with LAN Associates with regard to work related to Phase IIIB in the amount of \$2,500 to create an easement package for the electrical utility. The motion carried with all in favor.

A motion was made by Commissioner Lee and seconded by Commissioner Lemelle to award a contract to Lothrop Associates Architects, Inc. for architectural/engineering services for the window replacement project at the Vincent K. Tibbs Senior Building. The motion carried with all in favor.

A motion was made by Chairwoman Glynn and seconded by Commissioner Lemelle to authorize the award of the bid alternates which will be added to Javier Construction's base contract for apartment renovations. The motion carried with all in favor.

A motion was made by Commissioner Lee and seconded by Commissioner Correa to award a contract to Crudellos Roofing for the removal of debris and cleaning of gutters at Westmoor Gardens, Morse Place and Foti. The motion carried with all in favor.

A motion was made by Vice Chairwoman Cobb and seconded by Chairwoman Glynn to approve the bills and claims for the month of January. The motion carried with all in favor.

New Business

The reorganization of the Board was held. Commissioner Cobb nominated Commissioner Glynn to be the Chair. Commissioner Lemelle motioned to close the nominations and Commissioner Lee seconded. Chairwoman Glynn was approved unanimously. Commissioner Lemelle then nominated Commissioner Cobb to be Vice Chairwoman. Chairwoman Glynn motioned to close the nominations and Commissioner Lemelle seconded. Vice Chairwoman Cobb was approved unanimously.

Adjournment

A motion was made by Commissioner Lemelle and seconded by Commissioner Lee to adjourn the meeting at 7:51 PM. The motion carried with all in favor.

Respectfully submitted,

Domingo Senande
Executive Director