

Minutes of January 26, 2026, Board Meeting

The Regular Meeting of the Englewood Housing Authority was called to order at 7:05PM 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:

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 Corriston, Esq.	Present

Reorganization

Commissioner Cobb nominated Commissioner Glynn to serve as Chairwoman. A motion to close the nominations was made by Commissioner Lee and seconded by Commissioner Correa. The motion carried with all in favor.

Commissioner Lee nominated Commissioner Cobb to serve as Vice Chairwoman. A motion to close the nominations was made by Commissioner Correa and seconded by Commissioner Lee. The motion carried with all in favor.

Minutes

A motion was made by Chairwoman Glynn and seconded by Commissioner Correa to approve the minutes of the December 15, 2025, Board Meeting. The motion carried with all in favor.

Executive Director's Report

Vincent K. Tibbs Senior Building

- **Construction Status:** Construction is nearing completion. Drill Construction is the primary contractor for the basement, first floor, and outdoor scope of work. Drill Construction failed to meet its contractual completion deadline and is being assessed liquidated damages of \$500 per day until all permits are closed. EHA

has also formally notified Drill Construction's bonding company. As a compromise to expedite completion, EHA has agreed to allow Drill Construction to subcontract certain remaining tasks to Javier Construction, which is already completing the apartment renovations. Javier Construction will be responsible for painting the basement, installing the epoxy flooring in the basement, addressing all punch list items on the 2nd through 6th floors, and managing the installation of the backflow preventer on the domestic water line. Drill Construction and Javier Construction will work collaboratively to complete final inspections and obtain the Certificate of Occupancy.

- **Window Project:** The window project remains on schedule for an April completion. Replacement of the 2nd through 6th floor windows has been completed. The first-floor windows are scheduled for installation by the end of February. Each window will also receive a Corian sill, which is currently in production. Exterior window panel installation, silicone caulking, and final brickwork and staining will be completed in the spring when weather conditions permit.
- **Outdoor Improvements:** The outdoor project has progressed significantly, though weather conditions have slowed certain activities. The new shuffleboard court has been installed. New barbecue grills have been received, and benches have been assembled, with some already installed. Remaining benches require concrete bases, which will be poured when weather permits. Infrared heaters in the gazebo and smoking huts are scheduled to be installed within the next two weeks.
- **Oil Tank Removal:** The oil tank removal project is nearly complete. Laboratory results confirm that no additional remediation or ongoing monitoring is required.
- **City Inspections:** City inspections are ongoing. As a reminder, the building is being inspected as if it were new construction, requiring full code compliance throughout the entire building. EHA is addressing inspection items as they arise. The Building Department is working closely with EHA to expedite the process, while maintaining a thorough review. Both the City and EHA share the goal of ensuring the building is as safe as possible.
- **Plaque for Mr. Vincent K. Tibbs:** The Executive Director has been working with Mr. Arnold Brown on the language for the plaque honoring Mr. Vincent K. Tibbs. Mr. Brown identified inaccuracies in the source materials previously used by EHA. The Executive Director will meet with Mr. Brown to finalize the wording, which will then be presented to the Board for approval.
- **Anticipated Reopening:** EHA is proceeding under the assumption that the building will reopen to residents on or about April 1. However, the opening date will be subject to receiving the Certificate of Occupancy.

General

- **Employee Compensation and Benefits:** Salary increases took effect on January 1. Despite these increases, employees experienced a reduction in take-home pay due to the continued rise in health insurance costs. EHA currently

participates in the State Health Benefits Program, and because of the Authority's small workforce, there are limited viable alternatives at this time. While many municipalities and larger housing authorities have transitioned to private-sector plans, this option is not open to EHA. EHA is exploring potential options through NJ NAHRO, but at present, there are no simple or immediate solutions.

- **Snow Removal and Fleet Update:** Snow removal during the recent storms proved challenging, but EHA staff performed exceptionally well under difficult conditions. During these events, the Authority's oldest pickup truck in the fleet experienced a mechanical failure. Given that the vehicle is approximately 16 years old, it may need to be replaced this year.

Public Comments

A motion was made by Commissioner Lee and seconded by Chairwoman Glynn to open the meeting to the public. The motion carried with all in favor.

No one from the public spoke.

A motion was made by Commissioner Lee and seconded by Vice Chairwoman Cobb to close the meeting to the public. The motion carried with all in favor.

Resolutions

A motion was made by Commissioner Lee and seconded by Commissioner Correa to authorize change order 2 in the sum of \$4,622.44 (concrete base for flood barriers and concrete protecting barriers for lighting system) for the contract for landscape improvements at Vincent K. Tibbs Senior Building with Drill Construction Co., Inc. The motion carried with all in favor.

A motion was made by Chairwoman Glynn and seconded by Commissioner Cobb to authorize change order 5 in the sum of \$27,672.83 (oil tank removal) for the contract for landscape improvements at Vincent K. Tibbs Senior Building with Drill Construction Co., Inc. The motion carried with all in favor.

A motion was made by Chairwoman Glynn and seconded by Commissioner Correa to authorize change order 57 in the sum of \$72,024.68 (domestic water backflow preventer) for the contract for general construction in the basement, first floor and sixth floor at Vincent K. Tibbs Senior Building with Drill Construction Co., Inc. The motion carried with all in favor.

A motion was made by Vice Chairwoman Cobb and seconded by Commissioner Lemelle to authorize change order 62 in the sum of \$22,915.89 (for an expanded hot box for the backflow preventer) for the contract for general construction in the basement, first floor and sixth floor at Vincent K. Tibbs Senior Building with Drill Construction Co., Inc. The motion carried with all in favor.

A motion was made by Commissioner Lee and seconded by Commissioner Lemelle to authorize change order 3 for the sum of \$20,678.75 (install roof safety railings on the administrative office roof) for the contract for roof replacement at Vincent K. Tibbs Senior Building with VMG Group. The motion carried with all in favor.

A motion was made by Commissioner Lemelle and seconded by Commissioner Lee to approve the bills and claims for the month of January. The motion carried with all in favor.

Old Business

N/A

New Business

The Executive Director informed the Board of the need to fill Commissioner vacancies. One position is appointed by the Council and the other by the Governor.

Adjournment

A motion was made by Vice Chairwoman Cobb and seconded by Commissioner Lee to adjourn the meeting at 7:46 PM. The motion carried with all in favor.

Respectfully submitted,

Domingo Senande
Executive Director