

**WINFIELD MUTUAL HOUSING CORPORATION  
WINFIELD PARK, NEW JERSEY  
BOARD OF TRUSTEES – AGENDA  
JANUARY 16, 2024 (CLOSED SESSION)**

The regular meeting of the Board of Trustees was called to order by the President, Jonathan Hassinger at 6:40 PM.

**ROLL CALL:** Jonathan Hassinger, President                      Patricia C. Zambell, Vice President  
William Geli, Treasurer (Abs.)                                      John DiOrio  
Susan Alacchi, Ass't Treasurer                                      Fred Viteka  
William Reuter, Secretary    Michael Stewart, Attorney  
Trisha Donahue, Manager

**DECEMBER 19, 2023 MEETING MINUTES:** A motion was made by John DiOrio seconded by Susan Alacchi and carried to accept the December 19, 2023 meeting minutes.

**MANAGER'S REPORT:**

**REVENUE: \$663,784.57    EXPENSE: \$231,197.65    ACQ. M.O. \$ 3,750.00**

**VACATES: TRANSFERS: NEW MEMBERS:** Robert LaCroix moved out. Joshua Comar transferred to 15 B Pacific and Christa Ortiz moved into 28 A 2 Seafoam. Christa has no priority.

A motion was made by Patricia C.-Zambell seconded by Susan Alacchi and carried to accept the Manager's Report.

**DECEASED:**

Vaughn Lenzion    2 A Atlantic Drive    Died: 11/17/2023

**INFORMATIONAL:**

11/30/2023    From: Meeker Sharkey    Re: Property Insurance Renewal  
01/04/2024    From: WMHC    Re: Ed Grekstas Gutter Cleaning

**COMMUNICATIONS:**

01/04/2024    From: Township Attorney    Re: Additional Insurance/Snow Plowing  
01/04/2024    From: Elizabeth Smullen    Re: Plumbing Issue  
01/08/2024    From: Township Attorney    Re: Additional Insurance- Snow Plow

A motion was made by John DiOrio seconded by Susan Alacchi and carried to accept Informational/Communications.

**LEGAL**

**DELINQUENT MEMBERS:** A resolution was made by Patricia C.-Zambell and seconded by Susan Alacchi to notify the members who repeatedly and without legal justification were delinquent in remitting their monthly financial obligations, that in accordance with the provisions of corporate **TERMINATION POLICY** as they were scheduled to meet with the Board twice within a twelve (12) month period, or refused or otherwise failed to attend the scheduled meeting, their files shall be turned over to Corporation legal counsel to serve a **NOTICE TO QUIT**. Furthermore, if for any reason a member's check does not clear, or if they fail to comply within the prescribed time, corporation legal counsel shall immediately file a **VERIFIED COMPLAINT ORDER TO SHOW CAUSE** to complete the eviction process. Furthermore, all legal fees shall be charged to the member's account and the outstanding balance paid to avoid further action.

**RESOLUTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE**

**OLD BUSINESS**

**SNOW PLOWING INSURANCE:** During the December Open Session BOT meeting discussion regarding the Township having an insurance policy that indemnifies WMHC from any injuries or any accidents due to snow plowing. A letter was sent to the Commissioners and Mayor requesting them to purchase a policy or to have WMHC as an “Additional Interested Party” on a new policy. At the December Open Session BOT Meeting a motion was made by John DiOrio seconded by Susan Alacchi to turn this matter over to legal counsel to put Township on notice. Township attorney has reached out to Corporation attorney to inform that the Township has reached out to their insurance carrier who informed them that they would not agree to extend coverage to WMHC. Township attorney has requested a rough estimate of snow plowing costs. WMHC has provided the costs for snow plowing from 2017 to date. Spread sheets of costs are included for Board review. The Board of Trustees has raised concerns regarding WMHC liabilities. There has not been a definitive answer to who owns the streets in Winfield. The Township denies owning the streets that were dedicated in 1960. The Board needs to discuss the liability issue pertaining to the possibility and exposure to unnecessary liability to the Corporation. The Board has made several attempts to meet with the Township to discuss this issue to no avail prior to December. A motion was made by John DiOrio seconded by Fred Viteka to wait until the Tri-Meeting is scheduled and matters can be discussed regarding the streets.

**NEW BUSINESS**

**SEWER COMPLAINT:** Response from Member. Member would like clarification of our handbook regarding plunging their bathroom sink. WMHC’s letter to member was a simple letter reaching out to the member requesting them to stop **snaking** the sink when the neighbor is not home to simply prevent sewer, sludge and debris being spewed **all** over the neighbor’s bathroom. This is no more than a request for the member to simply call the office to clear a clogged bathroom sink if plunging does not correct the problem. The letter has nothing to do with terminating anyone’s contract. Member’s letter will be on January 16, 2024 Board Agenda for clarification. A motion was made by Fred Viteka seconded by Susan Alacchi and carried that after careful review the member is missing the simple information regarding plunging the sink. Going forward member needs to reach out to WMHC for assistance to clear the clogged sink. Both members share the same line and both sinks will be cleared simultaneously.

**RESOLUTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE**

**NIGPP:** An amendment to the National Integrated Group Pension Plan has been submitted for the next collective bargaining agreement. Documentation was submitted to all Union Employees with signatures. Notice from NIGPP states “the NIGPP Board recently amended the Rehabilitation Plan. This amendment allows you to amend the existing Collective Bargaining Agreement (CBA) in order to adopt a 1.25% contribution rate increase for 2024, rather than the 3% increase compounded for 2024 and to avoid future mandatory increases in the contribution rates after 2024. If you are on the Preferred Schedule, you also may now negotiate for benefit level increases on a future service basis”. After review and discussion from the Board, memorandum and paperwork included in packets for Board review. A motion was made by Patricia C.-Zambell seconded by Susan Alacchi and carried to send to attorney for review before negotiations.

**INFORMATIONAL**

**PROPERTY INSURANCE RENEWAL:** Please be advised that the renewal for the Property Insurance is scheduled to expire February 1, 2024. Our agent has put together information on the state of the market. Please take time to review and make any comments. Due to the widespread catastrophic property events around the world, keeps the property insurance market hard. We are seeing many carriers shrink their capacity to loss exposure. Supply chain issues, which started during Covid 19 Pandemic, continue to cause increases in cost of materials and fuel increases to the cost of claims. The overall premium for all lines has increased this year at 24.1%. This incorporates an 8% increase in the building values. The overall rate increase is closer to over 15.08%.

**GUTTER CLEANING:** Member was in the office to drop off their monthly obligation. During their visit member stated that their gutters needed to be cleaned. Member was told that all gutters were done in 2023. Member replied “totally false”. After careful review of our records member’s gutters were cleaned in 2021, 2022 and 2023. A letter was sent to member with all of the information kept on record. The letter sent to member suggested “If you are still experiencing trouble with your gutters, please call a contractor for assistance”.

A motion was made by John DiOrio seconded by Susan Alacchi and carried  
Meeting adjourned 8:00 PM

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William Reuter, Secretary



# WINFIELD MUTUAL HOUSING CORPORATION

## BOARD OF TRUSTEE MEETING MINUTES – Open Session

JANUARY 16, 2024

*Prior to the meeting being convened, the membership will pledge allegiance to the flag of our Country*

The Open Session meeting of the Board of Trustees is called to order by the President, Jonathan Hassinger at 8:00 PM.

ROLL CALL: Jonathan Hassinger, President  
Patricia C. Zambell, Vice President  
William Geli, Treasurer (Abs.)  
John DiOrio  
Susan Alacchi, Ass't Treasurer  
Fred Viteka  
William Reuter, Secretary  
Michael Stewart, Attorney  
Trisha Donahue, Certified Housing Manager

DISCUSS AND TAKE APPROPRIATE ACTION IN CONECTION WITH:

**1. Approval of Minutes from DECEMBER 19, 2023** Board of Trustee Meeting.

Minutes were approved as read. A motion was made by John DiOrio seconded by Susan Alacchi and carried to accept the DECEMBER 19, 2023 meeting minutes.

**2. Managers Report:**

REVENUE: \$663,784.57    EXPENSE: \$231,197.65    ACQ. M.O. \$ 3,750.00

A motion was made by Patricia C.-Zambell seconded by Susan Alacchi and carried to accept the Manager's Report

**DECEASED:**

Vaughn Lenzion                      2 A Atlantic Drive                      Died: 11/17/2023

**INFORMATIONAL:**

From:

**COMMUNICATIONS:**

01/05/2024    From: Diane Gazzo                      Re: Leaf Removal

A motion was made by John DiOrio seconded by Susan Alacchi and carried to accept Informational/Communications.



## WINFIELD MUTUAL HOUSING CORPORATION

### BOARD OF TRUSTEE MEETING MINUTES – Open Session

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#### 3. NEW BUSINESS:

**MEMBER SELECTION:** A motion was made by Patricia C.-Zambell seconded by Susan Alacchi and carried to approve the following applications: Daughter application 5-1/2-#377; Daughter application 5-1/2 - #378 Add Spouse application 4-#1701; Daughter application 4-#1703; and transfers #1446, #1449 and #1450 who do not need to be interviewed.

**LEAF REMOVAL:** Inspections for leaf removal have been done by the Manager. Several members that have not done their leaves during the leaf pickup period have been given to the contractor to complete removal. Member did not have their leaves done and our contractor completed the removal on January 5, 2024. Pictures of member's yard and the pile of leaves that were removed from their yard are included for Board review. Member has written a letter regarding the contractor removing their leaves and states that they never received any of the four notices that were delivered regarding leaf removal. Member claims that they were waiting to pay a friend to take of the leaves but the friend got sick. Member claims that they cannot afford the charges and wishes that someone would have let her know that someone was being sent to do the leaves. A motion was made by John DiOrio seconded by Fred Viteka and carried that after careful review the leaf removal charges will stay on member's account. Leaves were not collected and/or done before leaf program ended.

**4. ADJOURNMENT:** Motion made by Fred Viteka Seconded by John DiOrio meeting adjourned at 8:10 pm.

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William Reuter, Secretary