

REGULAR MEETING
HOUSING AUTHORITY OF THE
BOROUGH OF CLIFFSIDE PARK

January 18, 2012

Meeting called to order at 4:00 P.M. by Executive Director. The meeting was opened by the Executive Director reading the Open Public Meeting Act Statement.

PRESENT:

Peter Colao, Chairman
Janet Merrill, Commissioner
Sal Spoto, Commissioner
Ralph Calabrese, Commissioner
Harry Guttilla, Commissioner
Lynn De Lucia, Commissioner

ABSENT

Sam Carafa, Vice Chairman

ALSO PRESENT

Joseph Capano, Executive Director
James Santasiero, Assistant Executive Director
Bill Katchen, Accountant
Paul Marino, Attorney
Arnold Mazzone, Maintenance Supervisor

Joseph Capano, Executive Director, asked if there were any corrections, additions or deletions to the minutes of the December 14, 2011 regular meeting. Motion to approve the minutes of the December 14, 2011 regular meeting made by Commissioner Guttilla, seconded by Commissioner Calabrese. Vote of the board was ayes, five – nays, none.

- Waiting List Public Housing – Opening waiting list.
- Budget Introduction - FY April 1, 2012 – March 31, 2013
- HCVP - NRA.
- Personnel Policy – Adding Language - Maintenance.
- HA Expansion – Awarding Project.

- Vacant Apartments – See attachment A
- Section Eight – See attachment B
- Investments – See attachment C

Chairman's Report- Chairman Colao indicated that Housing Authority expansion bids came in under budget. He was happy to say that the project can now move forward and he looks forward to the completion of the project.

Commissioner Merrill arrived at 4:20 for the meeting due to a prior commitment.

Finance Committee – Joseph Capano, Executive Director, indicated that the proposed budget was discussed with Commissioner Calabrese and committee.

Buildings and Grounds Committee –Joseph Capano, Executive Director, and Arnold Mazzone, Maintenance Supervisor, gave an update of the ongoing capital improvement and maintenance projects at the Housing Authority. There was a discussion on the re-pointing project at the 500 building.

Personnel Committee – Employee evaluations were distributed to all department heads for evaluation of employees. The Executive Director will receive all evaluations and discuss with the committee.

Activity Center Report – Joseph Capano, Executive Director, gave the Board an update on current events and events that will be held in future.

Old Business – None.

New Business – None.

Resolution No.1- 2012: (Adding new language to Personnel Policy) Motion made by Commissioner Calabrese seconded by Commissioner Merrill. Vote of the board was ayes, six– nays, none.

Resolution No.2- 2012: (4/1/2012 To 3/31/2013 NJ State Proposed Annual Budget) Motion made by Commissioner Colao, seconded by Commissioner Spoto. Vote of the board was ayes, six– nays, none.

Resolution No.3- 2012: (4/1/2012 To 3/31/2013 HUD Proposed Annual Budget) Motion made by Commissioner Colao, seconded by Commissioner Calabrese. Vote of the board was ayes, six– nays, none.

Resolution No.4- 2012: (Opening the Public Housing Waiting List) Motion made by Commissioner Spoto, seconded by Commissioner Merrill. Vote of the board was ayes, six– nays, none.

Resolution No.5- 2012: (Amending the Travel Policy) Motion made by Commissioner Calabrese, seconded by Commissioner Spoto. Vote of the board was ayes, six– nays, none.

Resolution No.6- 2012: (Awarding HA Expansion Project Bid) Motion made by Commissioner Colao, seconded by Commissioner Guttilla. Vote of the board was ayes, six– nays, none.

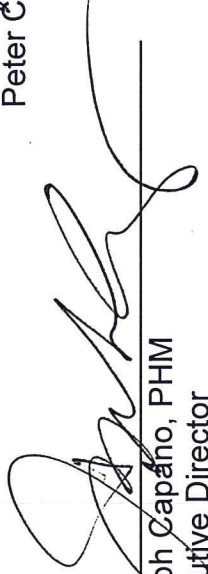
Resolution No.7- 2012: (Partial Payment #4 to Minhas Construction Corp.) Motion made by Commissioner Calabrese, seconded by Commissioner Spoto. Vote of the board was ayes, six– nays, none.

Resolution No.8- 2012: (January 2012 Bills) Motion made by Commissioner Guttilla, seconded by Commissioner DeLucia. Vote of the board was ayes, six– nays, none.

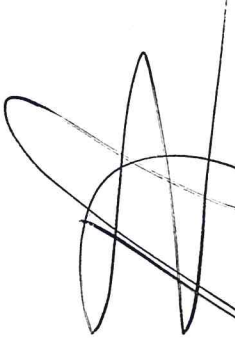
Commissioners' Comments – Chairman Colao indicated that he was notified by the Executive Director that elevators in both buildings have had many service interruptions since their installation. Joseph Capano, Executive Director, has sent TKE Elevator Co. a notice indicating our concerns. A representative from TKE Elevator Co. was here last week to discuss our concerns.

The Chairman opened the meeting to the public, there being no public present the public portion was closed.

Motion made to adjourn by Commissioner Spoto, seconded by Commissioner Merrill.
Vote of the board was ayes, six - nays, none.



Joseph Capano, PHM
Executive Director



Peter Colao, Chairman

I hereby certify the above is a true copy of the minutes of the January 18, 2012 regular meeting.

	Moved	Second	Ayes	Nays	Absent	Abstain
Commissioner Colao			✓			
Commissioner Carafie			✓			
Commissioner Spoto			✓			
Commissioner Merrill			✓			
Commissioner Calabrese	✓					
Commissioner Gullitta		✓				
Commissioner DeMatta			✓			