

REGULAR MEETING  
HOUSING AUTHORITY OF THE  
BOROUGH OF CLIFFSIDE PARK

September 12, 2017

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  
Sam Carafa, Vice Chairman  
Sal Spoto, Commissioner  
Janet Merrill, Commissioner  
Ralph Calabrese, Commissioner  
Harry Guttilla, Commissioner  
Lynn De Lucia, Commissioner

ALSO PRESENT

Joseph Capano, Executive Director  
James Santasiero, Assistant Executive Director  
Paul Marino, CPHA Attorney  
Linda Phillips Perez, Senior Coordinator  
Michael Turek, Maintenance Coordinator

Joseph Capano, Executive Director, asked if there were any corrections, additions or deletions to the minutes of the July 11, 2017 regular meeting. Motion to approve the minutes of the July 11, 2017 regular meeting made by Commissioner Merrill, seconded by Commissioner Guttilla. Vote of the board was ayes, Seven – nays, none.

- Heating Boiler Project Riverview Towers – Update.
- Audit FYE 3/31/2017 – Discussion.
- Admissions & Continued Occupancy Policy – Choice Mobility.
- Vacant Apartments – See attachment A
- Section Eight – See attachment B
- Investments – See attachment C

Chairman’s Report- Chairman Colao had no formal report.

Finance Committee – Joseph Capano, Executive Director, informed Board that audit FYE 3/31/2017 is completed. Auditors were very impressed with all files.

Buildings and Grounds Committee –Joseph Capano, Executive Director, and Mike Turek, Maintenance Coordinator, gave an update on the ongoing maintenance related projects. Five apartments are being turned over for the month of September. LED lighting was installed in stairwells of River View and Terrace View Towers.

Personnel Committee – None.

Activity Center Report – Linda Phillips Perez, Senior Coordinator, gave the Board an update on Senior Activity Center events and programs. Many fall trips are planned. Senior Center will host a flea market.

Old Business – None.

New Business – None

**Resolution No.35- 2017:** (Award of Website Maintenance Services) Motion made by Commissioner Guttilla seconded by Commissioner Calabrese. Vote of the board was ayes, Seven– nays, none.

**Resolution No.36- 2017:** (Award of Fire Alarm Maintenance Services) Motion made by Commissioner Delucia seconded by Commissioner Colao. Vote of the board was ayes, seven– nays, none.

**Resolution No.37- 2017:** (Payment #2 to Liberty Mechanical) Motion made by Commissioner Colao seconded by Commissioner Carafa. Vote of the board was ayes, seven– nays, none.

**Resolution No.38- 2017:** (Closing out 2014 Capital Fund Grant) Motion made by Commissioner Spoto seconded by Commissioner Guttilla. Vote of the board was ayes, seven– nays, none.

**Resolution No.39- 2017:** (August Bills 2017) Motion made by Commissioner Carafa seconded by Commissioner Spoto. Vote of the board was ayes, seven– nays, none.

**Resolution No.40 - 2017:** (September Bills 2017) Motion made by Commissioner Merrill, seconded by Commissioner Guttilla. Vote of the board was ayes, seven– nays, none.

**Resolution No.41 - 2017:** (Adding new language to ACOP) Motion made by Commissioner Carafa, seconded by Commissioner Colao. Vote of the board was ayes, seven– nays, none.

**Commissioners' Comments** – None.

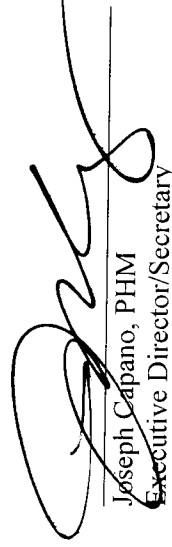
The Executive Director opened the meeting to the public. No comments. The public portion was closed.

Motion made to adjourn by Commissioner Guttilla seconded by Commissioner Carafa. Vote of the board was ayes, Seven - nays, none.

RECORD OF BOARD OF COMMISSIONERS VOTE ON ADOPTION			
BOARD MEMBER	AYE	NAY	ABSTAIN ABSENT
PETER COLAO	/		
SIMONE CARAFA	/		
SALVATORE SPOTO	/		
JANET MERRILL	/		
RALPH CALABRESE			/
HARRY GUTTILLA	/		
LYNN DELUCIA	/		

**CERTIFICATION**

I, the undersigned Executive Director and Secretary of the Cliffside Park Housing Authority of the Borough of Cliffside Park, New Jersey, do hereby certify that meeting minutes of the Authority duly called and held on Tuesday, September 12, 2017, at which meeting a quorum was present and acting throughout, by a majority of the full membership of the Board of Commissioners. Such minutes have not been amended, modified, or repealed, and are in full force and effect as of the date hereof and is a true copy of meeting minutes.

  
Joseph Capano, PHM  
Executive Director/Secretary