

REGULAR MEETING
HOUSING AUTHORITY OF THE
BOROUGH OF CLIFFSIDE PARK

June 5, 2018

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
Ralph Calabrese, Commissioner
Janet Merrill, Commissioner
Harry Guttilla, Commissioner
Lynn De Lucia, Commissioner

ABSENT

Sal Spoto, Commissioner

ALSO PRESENT

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

Joseph Capano, Executive Director, asked if there were any corrections, additions or deletions to the minutes of the May 1, 2018 regular meeting. Motion to approve the minutes of the May 1, 2018 regular meeting made by Commissioner Colao, seconded by Commissioner Calabrese. Vote of the board was ayes, three – nays, none- abstain, three.

- Stairwell Railing Rehab Bids Riverview Towers – Discussion.
- Section Eight – See attachment B
- Investments – See attachment C

Chairman’s Report- Chairman Colao had no report.

Finance Committee – Bill Katchen, CPA was here to close books out. Auditors will be here to close-out FYE 3/31/2018.

Buildings and Grounds Committee –Joseph Capano, Executive Director, gave an update on the ongoing maintenance related projects. Summer landscaping plantings were completed. Housing Authority will be soliciting RFP from Architects/Engineers for various capital improvement projects.

Personnel Committee – None.

Activity Center Report – Linda Phillips-Perez, Senior Coordinator, gave the Board an update on Senior Activity Center events and programs.

Old Business – None.

New Business – None

Resolution No.32- 2018: (Award of Accounting Services) Motion made by Commissioner Merrill seconded by Commissioner DeLucia. Vote of the board was ayes, six– nays, none.

Resolution No.33- 2018: (Award of Preventive Sewer Maintenance Contract) Motion made by Commissioner Colao seconded by Commissioner Carafa. Vote of the board was ayes, six– nays, none.

Resolution No.34- 2018: (Award of Stairwell Railing Project Riverview Towers) Motion made by Commissioner Colao seconded by Commissioner Guttilla. Vote of the board was ayes, six– nays, none.

Resolution No.35- 2018: (Updating Procurement Policy) Motion made by Commissioner Carafa seconded by Commissioner Merrill. Vote of the board was ayes, six– nays, none.

Resolution No.36- 2018: (Final Payment Liberty Mechanical) Motion made by Commissioner Guttilla seconded by Commissioner Calabrese. Vote of the board was ayes, six– nays, none.

Resolution No.37 - 2018: (June Bills 2018) Motion made by Commissioner DeLucia seconded by Commissioner Guttilla. Vote of the board was ayes, six– nays, none.

Commissioners’ Comments – None.


The Executive Director opened the meeting to the public. No one from public commented the public portion was closed.

Motion made to adjourn by Commissioner Carafa seconded by Commissioner Guttilla. Vote of the board was ayes, six - 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, June 5, 2018 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 Capape, PHM
Executive Director/Secretary