

REGULAR MEETING
HOUSING AUTHORITY OF THE
BOROUGH OF CLIFFSIDE PARK

April 2, 2019

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
Sal Spoto, Commissioner
Ralph Calabrese, Commissioner
Harry Guttilla, Commissioner
Vito Candela, Commissioner

ABSENT

Sam Carafa, Vice Chairman
Janet Merrill, 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 March 5, 2019 regular meeting. Motion to approve the minutes of the March 5, 2019 regular meeting made by Commissioner Spoto, seconded by Commissioner Candela. Vote of the board was ayes, five – nays, none.

- Professional Services – RFP Results.
- Payment #1 HVAC Project – Discussion.
- 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 – Selection of Auditor.

Buildings and Grounds Committee –Joseph Capano, Executive Director, gave an update on the ongoing maintenance related projects. Apartments are being turned over for April/May occupancy. HVAC projects at 550 building and Senior Activity Center kitchen is halfway completed. 550 Building lobby rehabilitation work has begun.

Personnel Committee – None.

Activity Center Report – Linda Phillips Perez, Senior Coordinator, gave the Board an update on Senior Activity Center events and programs. Joseph Capano, Executive Director, commented that the Senior Center was mentioned in an article in NJNAHRO magazine.

Old Business – None.

New Business – On the matter of Write off of Uncollected Rents FYE 3/31/2019. Board authorizes Paul Marino, Legal Counsel, to do everything within law to try resolve issue and offer tenant X an apartment on an anticipated return to Housing Authority tenancy.

Resolution No.15- 2019: (Award of Audit Contract) Motion made by Commissioner Spoto seconded by Commissioner Candela. Vote of the board was ayes, five– nays, none.

Resolution No.16- 2019: (Award of Legal Contract) Motion made by Commissioner Guttilla seconded by Commissioner Calabrese. Vote of the board was ayes, five– nays, none.

Resolution No.17- 2019: (Award of Phone/Computer/Network Contract) Motion made by Commissioner Spoto seconded by Commissioner Calabrese. Vote of the board was ayes, five nays, none.

Resolution No.18- 2019: (Write off of Uncollected Rents FYE 3/31/2019) Motion made by Commissioner Colao seconded by Commissioner Candela. Vote of the board was ayes, five nays, none.

Resolution No.19- 2019: (Employee Health Insurance Waiver Incentive) Motion made by Commissioner Colao seconded by Commissioner Spoto. Vote of the board was ayes, five nays, none.

Resolution No.20- 2019: (Payment #1 to First Goal Heating & Cooling) Motion made by Commissioner Candela seconded by Commissioner Guttilla. Vote of the board was ayes, five nays, none.

Resolution No.21- 2019: (April Bills 2019) Motion made by Commissioner Guttilla seconded by Commissioner Calabrese. Vote of the board was ayes, five– nays, none.


Commissioners’ Comments – None.

The Executive Director opened the meeting to the public. Public commented and the public portion was closed.

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

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, April 2, 2019 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

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	✓		
VITO CANDELA	✓		