

REGULAR MEETING
HOUSING AUTHORITY OF THE
BOROUGH OF CLIFFSIDE PARK

September 3, 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:

Sam Carafa, Vice Chairman
Sal Spoto, Commissioner
Ralph Calabrese, Commissioner
Harry Guttilla, Commissioner
Janet Merrill, Commissioner
Vito Candela, Commissioner

ABSENT

Peter Colao, Chairman

ALSO PRESENT

Joseph Capano, 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 2, 2019 regular meeting. Motion to approve the minutes of the July 2, 2019 regular meeting made by Commissioner Guttilla, seconded by Commissioner Calabrese. Vote of the board was ayes, five – nays, none, abstain-one.

- Housing Authority Update - Discussion
- Vacant Apartments – See attachment A
- Section Eight – See attachment B
- Investments – See attachment C

Chairman's Report- Chairman Colao was not present. Vice-Chairman Carafa had no formal report.

Finance Committee – Auditors will be here September 17 and 18.

Buildings and Grounds Committee –Joseph Capano, Executive Director, gave an update on the ongoing maintenance related projects. Maintenance will be turning over various apartments for September tenancy. HVAC projects have been completed and everything is working great.

Personnel Committee – Joseph Capano, Executive Director, indicated to Board that a part time employee was terminated due to not meeting the Housing Authority Standards.

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.39-2019: (Award of Website Maintenance Contract) Motion made by Commissioner Guttilla seconded by Commissioner Carafa. Vote of the board was ayes, six nays, none.

Resolution No.40-2019: (Award of Fire Alarm Maintenance Service Contract) Motion made by Commissioner Guttilla seconded by Commissioner Spoto. Vote of the board was ayes, six nays, none.

Resolution No.41-2019: (August Bills 2019) Motion made by Commissioner Carafa seconded by Commissioner Calabrese. Vote of the board was ayes, six nays, none.

Resolution No.42-2019: (September Bills 2019) Motion made by Commissioner Guttilla seconded by Commissioner Spoto. Vote of the board was six – nays, none.

Commissioners' Comments – Commissioner Calabrese indicated that we should review the inter-local agreement with Edgewater Housing Authority. Joseph Capano, Executive Director, indicated that he will get a meeting together to discuss agreement.

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

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

CERTIFICATION

I, the undersigned Executive Director and Secretary of the Cliffsides Park Housing Authority of the Borough of Cliffsides Park, New Jersey, do hereby certify that meeting minutes of the Authority duly called and held on Tuesday, September 3, 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

10/11/2019

RECORD OF BOARD OF COMMISSIONERS VOTE ON ADOPTION				
BOARD MEMBER	AYE	NAY	ABSTAIN	ABSENT
PETER COLAIO	✓		✓	
SIMONE CARAFA	✓			
SALVATORE SPOTO				✓
JANET MERRILL	✓			
RALPH CALABRESE				✓
HARRY GUTTILLA	✓			
VITO CANDELA	✓			