

REGULAR MEETING  
HOUSING AUTHORITY OF THE  
BOROUGH OF CLIFFSIDE PARK

May 4, 2020

Meeting called to order at 9:30A.M. by Executive Director. The meeting was opened by the Executive Director reading the Open Public Meeting Act Statement. **Meeting was conducted via conference call due to COVID-19 Pandemic.**

**PRESENT:**

Peter Colao, Chairman  
Ralph Calabrese, Vice Chairman  
Janet Merrill, Commissioner  
Harry Guttilla, Commissioner  
Vito Candela, Commissioner  
Vincent Conforti, Commissioner

**ABSENT**

**ALSO PRESENT**

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

Joseph Capano, Executive Director, asked if there were any corrections, additions or deletions to the minutes of the April 6, 2020 regular meeting. Motion to approve the minutes of the April 6, 2020 regular meeting made by Commissioner Candela, seconded by Commissioner Guttilla. Vote of the board was ayes, four – nays, none -abstain, one.

- **COVID 19 Virus** – Update.
- **Various RFP's Received for Services** –Results & Discussion.
- **Retiring 2005 Ford Senior Transit Bus** – Discussion.
- **Vacant Apartments** – See attachment A
- **Section Eight** – See attachment B
- **Investments** – See attachment C

**Chairman's Report-** Chairman Colao had no formal report. He thanked the administrative staff, senior center staff, and maintenance staff for all work with this COVID-19 Pandemic.

**Finance Committee** – William Katchen, CPA, gave an update on HUD new financial guidelines during the COVID-19 Pandemic.

**Buildings and Grounds Committee** –Joseph Capano, Executive Director, gave an update on the ongoing maintenance related projects. Concrete/Paving Phase I project is moving along. 3-4 apartments are being turned over for May. Maintenance team is aggressively cleaning and sanitizing buildings during COVID-19 Pandemic.

**Personnel Committee** – None.

**Activity Center Report** – Linda Phillips Perez, Senior Coordinator, gave the Board an update on Senior Activity Center. During the COVID-19 Pandemic we continue to serve homebound meals to tenants in buildings and residents in Cliffside Park and Fairview. Joseph Capano, Executive Director, spoke about COVID-19 related topics to Senior Center.

**Old Business** – None.

**New Business** – None.

**Resolutions No.21-2020 to 26-2020 were discussed and Motion made by Commissioner Candela seconded by Commissioner Guttilla. Vote of the board was ayes, six nays, none on all Resolutions.**

**Resolution No.21- 2020:** (Award of Monthly Exterminator Contract) Motion made by Commissioner Candela seconded by Commissioner Guttilla. Vote of the board was ayes, six nays, none.

**Resolution No.22- 2020:** (Award of Automatic door Maintenance Contract) Motion made by Commissioner Candela seconded by Commissioner Guttilla. Vote of the board was ayes, six nays, none.

**Resolution No.23- 2020:** (Award of Video Surveillance Maintenance Contract) Motion made by Commissioner Candela seconded by Commissioner Guttilla. Vote of the board was ayes, six nays, none.

**Resolution No.24- 2020:** (Auctioning off 2005 Ford Senior Transport Bus) Motion made by Commissioner Candela seconded by Commissioner Guttilla. Vote of the board was ayes, six nays, none.

**Resolution No.25- 2020:** (Hazard Pay Stipend (Covid-19) Essential Employees) Motion made by Commissioner Candela seconded by Commissioner Guttilla. Vote of the board was ayes, six nays, none.

**Resolution No.26- 2020:** (May Bills 2020) Motion made by Commissioner Candela seconded by Commissioner Guttilla. Vote of the board was six – nays, none.

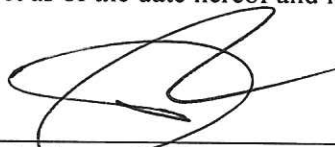
**Commissioners' Comments** – None.

The Executive Director opened the meeting to the public. One person from public attended meeting via conference call. Individual had a question on how we were handling COVID-19 Pandemic. Public portion was closed.

Motion made to adjourn by Commissioner Conforti seconded by Commissioner Guttilla Vote of the board was ayes, six - 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 Monday, May 4, 2020 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.



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Joseph Capano, PHM  
Executive Director/Secretary

RECORD OF BOARD OF COMMISSIONERS VOTE ON ADOPTION				
BOARD MEMBER	AYE	NAY	ABSTAIN	ABSENT
PETER COLAO	✓			
RALPH CALABRESE	✓			
VITO CANDELA	✓			
VINCENT CONFORTI	✓			
HARRY GUTTILLA	✓			
JANET MERRILL	✓			