

REGULAR MEETING  
HOUSING AUTHORITY OF THE  
BOROUGH OF CLIFFSIDE PARK

November 2, 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

**ABSENT:**

Vincent Conforti, Commissioner  
Michael Turek, Maintenance Coordinator

**ALSO PRESENT:**

Joseph Capano, Executive Director  
James Santasiero, Assistant Executive Director  
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 October 5, 2020 regular meeting. Motion to approve the minutes of the October 5, 2020 regular meeting made by Commissioner Guttilla, seconded by Commissioner Candela. Vote of the board was ayes, five – nays, none.

- **COVID-19** – Update.
- **Adjacent Properties For Sale** – 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** – The amended budget was returned from the state, approved. The Executive Director and William Katchan introduced the idea of Mainstream Section 8 Vouchers.

**Buildings and Grounds Committee** – One apartment is currently being turned over. Maintenance continues to clean and sanitize various times throughout the day. The primary hot water heater in the 500 Building is being replaced, as it is no longer cost effective to keep fixing it.

**Personnel Committee** – A new member of maintenance was hired to replace the employee that was terminated in September. The new employee will be on a six-month probation period as per our personnel policy.

**Activity Center Report** – Linda Phillips Perez, Senior Coordinator, gave the Board an update on the Senior Activity Center. The events held in October were successful. This year's Veterans' Day Honoring will be scaled back due to COVID-19. In lieu of a Holiday Party, the Senior Center will be offering an enhanced continental breakfast from December 21-December 24 while offering movies and music. The Center is also still delivering homebound meals and offering daily transportation.

**Old Business** – None.

**New Business** – Executive Director, Joseph Capano, will be working on the 2021 Annual Plan.

**Resolution No. 48-2020 was discussed, and Motion made by Commissioner Merrill seconded by Commissioner Guttilla. Vote of the board was ayes, five nays, none on this Resolution.**

**Resolution No.48- 2020:** (October Bills 2020) Motion made by Commissioner Merrill seconded by Commissioner Guttilla. Vote of the board was six – nays, none.

**Commissioners' Comments** – None.

The Executive Director opened the meeting to the public. There were no members of the public present.

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 Monday, November 2, 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	✓	✓		