

REGULAR MEETING
HOUSING AUTHORITY OF THE
BOROUGH OF CLIFFSIDE PARK

April 5, 2021

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

PRESENT:

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

ALSO PRESENT:

Joseph Capano, Executive Director
James Santasiero, Assistant Executive Director
Paul Marino, Attorney
William Katchen, CPA
Linda Phillips-Perez, Senior Activity Center Coordinator

ABSENT:

Michael Turek, Maintenance Coordinator

Joseph Capano, Executive Director, asked if there were any corrections, additions, or deletions to the minutes of the March 1, 2021 regular meeting. Motion to approve the minutes of the March 1, 2021 regular meeting made by Commissioner Candela, seconded by Commissioner Guttilla. Vote of the board was ayes, six - nays, none.

Executive Director's Report:

- **Housing Authority Expansion Feasibility Study** - Discussion was held regarding the parking lot expansion, the PAL Building, and the status of surveying some surrounding properties.
- **Professional Services** - Mr. Capano discussed the RFP results for Phone/Computer/Network Software Maintenance, Legal, and Public Auditing Services.
- **COVID-19 Vaccines** - The Mayor of the Borough of Cliffside Park, along with Chairman Peter Colao, has assisted the Cliffside Park Housing Authority in vaccinating over 350 senior citizens of the Senior Buildings and our surrounding community. Linda Phillips-Perez and the Senior Center staff have been coordinating transportation for 75-100 seniors weekly to these vaccination appointments. The Mayor is working with the State to make the Cliffside Park Housing Authority a vaccine site.
- **Vacant Apartments**
- **Section Eight**
- **Investments**

Chairman's Report- Chairman Colao had no formal report.

Finance Committee - No Report.

Buildings and Grounds Committee - A total of seven apartments are being turned over in the 500 & 550 Buildings. Maintenance continues to clean and sanitize the complex throughout the day and weekends. There was a meeting with the architect and engineers for the parking lot expansion project.

Personnel Committee - No Report.

Activity Center Report - Linda Philips-Perez, Activity Center Coordinator, reported that the Center continues to offer home delivered meals to those who need them, transport seniors to medical and vaccination appointments, shopping trips, etc. Classes are being taught both live and via ZOOM. A spring dance, Mother's Day luncheon, and summer concerts have all been added to the upcoming schedule.

Old Business -None.

New Business - Discussed.

Resolutions No. 19-2021 to 26-2021 were discussed, and Motion made by Commissioner Conforti, seconded by Commissioner Guttilla. Vote of the board was ayes, six nays, none.

Resolution No.19 - 2021: (Award of Audit Contract) Motion made by Commissioner Conforti, seconded by Commissioner Guttilla. Vote of the board was ayes, six - nays, none.

Resolution No.20 - 2021: (Award of Legal Contract) Motion made by Commissioner Conforti, seconded by Commissioner Guttilla. Vote of the board was ayes, six - nays, none.

Resolution No.21 - 2021: (Award of Phone/Computer/Network Contract) Motion made by Commissioner Conforti, seconded by Commissioner Guttilla. Vote of the board was ayes, six - nays, none.

Resolution No.22 - 2021: (Write Off of Uncollected Rents FYE 3/31/2021) Motion made by Commissioner Conforti, seconded by Commissioner Guttilla. Vote of the board was ayes, six - nays, none.

Resolution No.23 - 2021: (Employee Health Insurance Waiver Incentive) Motion made by Commissioner Conforti, seconded by Commissioner Guttilla. Vote of the board was ayes, six - nays, none.

Resolution No.24 - 2021: (Amending the Parking Policy) Motion made by Commissioner Conforti, seconded by Commissioner Guttilla. Vote of the board was ayes, six - nays, none.

Resolution No.25 - 2021: (CDBG 2020-2021 Grant Award Contract (Concrete/Curbing)) Motion made by Commissioner Conforti, seconded by Commissioner Guttilla. Vote of the board was ayes, six - nays, none.

Resolution No.26 - 2021: (April Bills 2021) Motion made by Commissioner Conforti, seconded by Commissioner Guttilla. Vote of the board was ayes, six - nays, none.

Commissioners' Comments - None.

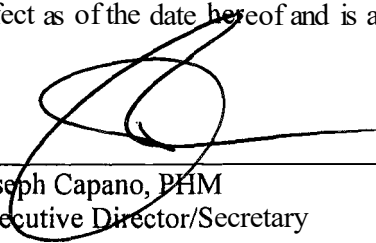
The Executive Director opened the meeting to the public. There were no members of the public present.

Public portion was closed.

Motion to adjourn made by Commissioner Merrill 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, April 5, 2021 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				
RALPH CALABIM, E	/			
VITO CANDELA	/			
VINCENZO CONFORTI	•	•		
HARRY GUITILLA	/			
JANET MERRILL	/			