

REGULAR MEETING
HOUSING AUTHORITY OF THE
BOROUGH OF CLIFFSIDE PARK

May 3, 2021

Meeting called to order at 9:30A.M. 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
Michael Turek, Maintenance Coordinator
Linda Phillips-Perez, Senior Activity Center Coordinator

ABSENT:

William Katchen, CPA

Joseph Capano, Executive Director, asked if there were any corrections, additions, or deletions to the minutes of the April 5, 2021 regular meeting. Motion to approve the minutes of the April 5, 2021 regular meeting made by Chairman Colao, seconded by Commissioner Guttilla. Vote of the board was ayes, six – nays, none.

Executive Director's Report:

- **COVID-19 Vaccines** – The majority of our senior community has been vaccinated. With the help of the Borough and Activity Center, we have transported and registered roughly 600 seniors for COVID-19 vaccines. Appointments are still being fulfilled. Although on hold, the Cliffside Park Housing Authority is still on schedule to be a vaccination site.
- **Various RFP's Received for Services** – Mr. Capano discussed the RFP Proposals which came back for Exterminator Services, Automatic Doors Maintenance Services, and Video Surveillance Maintenance Services.
- **Housing Authority Expansion Feasibility Study** – LAN Associates was on site continuing with the feasibility study. There was discussion to authorize Joseph Capano, Executive Director, to solicit proposals for Special Counsel to assist with possible purchase of 215 Riverview Place. Motion was made by Commissioner Conforti, seconded by Commissioner Guttilla. Vote of the board was ayes, six – nays, none.
- **Vacant Apartments**
- **Section Eight**
- **Investments**

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

Finance Committee – Auditors are due in the office to close out FYE March 31, 2020 Audit.

Buildings and Grounds Committee – A total of five apartments have been turned over in the 500 & 550 Buildings. Maintenance continues to clean and sanitize the complex throughout the day and weekends.

Personnel Committee – Summer help was discussed.

Activity Center Report – Linda Philips-Perez, Activity Center Coordinator, reported that the Center has become busier. They continue to offer home delivered meals to those who need them, transport seniors to medical and vaccination appointments, shopping trips, etc. They had their first Dinner Dance in over a year in April, and it was a big success. There is a Mothers' Day Luncheon/Dance scheduled this month, a Fathers' Day Luncheon in June, and several summer concert events through to September. As of July 1st, lunch may be introduced back into the program.

Old Business – None.

New Business – Discussed.

Resolutions No. 27-2021 to 32-2021 were discussed, and Motion made by Commissioner Candela, seconded by Commissioner Guttilla. Vote of the board was ayes, six nays, none.

Resolution No. 27 - 2021: (Award of Exterminator Contract) Motion made by Commissioner Candela, seconded by Commissioner Guttilla. Vote of the board was ayes, six – nays, none.

Resolution No.28 - 2021: (Award of Automatic Doors Maintenance Contract) Motion made by Commissioner Candela, seconded by Commissioner Guttilla. Vote of the board was ayes, six – nays, none.

Resolution No.29 - 2021: (Award of Video Surveillance Maintenance Contract) Motion made by Commissioner Candela, seconded by Commissioner Guttilla. Vote of the board was ayes, six – nays, none.

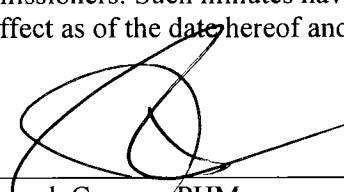
Resolution No.30 - 2021: (CDBG 2020-2021 Grant Award Contract (Parking Lot Rehab)) Motion made by Commissioner Candela, seconded by Commissioner Guttilla. Vote of the board was ayes, six – nays, none.

Resolution No.31 - 2021: (Appointment of Website Specialist for Senior Center) Motion made by Commissioner Candela, seconded by Commissioner Guttilla. Vote of the board was ayes, six – nays, none.

Resolution No.32 - 2021: (May Bills 2021) Motion made by Commissioner Candela, 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 3, 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 CALABRESE	✓			
VITO CANDELA	✓			
VINCENT CONFORTI	✓			
HARRY GUTTILLA	✓			
JANET MERRILL	✓			