

REGULAR MEETING
HOUSING AUTHORITY OF THE
BOROUGH OF CLIFFSIDE PARK

June 7, 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 via ZOOM and in person 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
Michael Turek, Maintenance Coordinator

ABSENT:

Linda Phillips-Perez, Senior Activity Center Coordinator

Joseph Capano, Executive Director, asked if there were any corrections, additions, or deletions to the minutes of the May 3, 2021, regular meeting. Motion to approve the minutes of the May 3, 2021 regular meeting made by Chairman Guttilla, seconded by Commissioner Candela. Vote of the board was ayes, six – nays, none.

Executive Director's Report:

- **COVID-19** – With vaccinations being so available, things seem to be getting better. The Administrative Office is now open, and the Senior Activity Center has been opened for some time. The Activity Center has been transporting the public to vaccination appointments, and the Borough of Cliffside Park and the Cliffside Park Housing Authority hosted a vaccine site and inoculated 150 community members. Next week they will be receiving their second shots. The possibility of holding Commissioners' Meetings in person will be discussed at next month's meeting, as the State's executive order is soon to expire.
- **Booster Pump at Riverview Towers** – Mr. Capano discussed how the booster pump in the 500 Building has been failing. He explained that it is about 50 years old and replacing it is part of our Twenty-Year Facility Improvement Plan.
- **Election of Chairman and Vice Chairman of Housing Authority** – Mr. Capano noted that the current Chairman is Peter Colao and the current Vice Chairman is Ralph Calabrese. A motion was made by Commissioner Guttilla to re-appoint Chairman Colao and was seconded by Commissioner Conforti. Vote of the board was ayes, six – nays, none. Next, a motion was made by Chairman Colao to re-appoint Vice Chairman Calabrese and was seconded by Commissioner Merrill. Vote of the board was ayes, six – nays, none. Both the Chairman and Vice Chairman will serve another two-year term. Executive Director, Joseph Capano, thanked the Chairman and Vice Chairman, as well as the Board of Commissioners, for all of their efforts and support throughout the Housing Authority's endeavors.
- **Vacant Apartments**
- **Section Eight**
- **Investments**

Chairman's Report- Chairman Colao commented on the importance of acquiring additional properties to utilize for our Housing Choice Voucher Program

Finance Committee – Auditors were in the office to close out FYE March 31, 2020. It went well and will be certified by the board at the July 12 Commissioners' Meeting. The Auditors will be back in August to close out FYE March 31, 2021.

Buildings and Grounds Committee – A total of five apartments have been turned over in the 500 & 550 Buildings with two more coming along. Parking lot upgrades are out for bid with the help of two Community Development Grants.

Personnel Committee – No Report

Activity Center Report – The Activity Center is up and running. There is a Father's Day Party & show coming up, as well as more Friday concerts on the patio. The mandatory face mask policy has been lifted in the Senior Center, but social distancing is still being enforced. July will be the Center's Grand Re-Opening for in-house lunches. They began booking casino trips as well. This year, the Senior Activity Center gave out scholarships to three Cliffside Park High School Seniors for \$500.00 each.

Old Business – None.

New Business – None.

Resolutions No. 33-2021 to 37-2021 were discussed, and Motion made by Commissioner Guttilla, seconded by Vice Chairman Calabrese. Vote of the board was ayes, six nays, none.

Resolution No. 33 - 2021: (Award of Accounting Services Contract) Motion made by Commissioner Guttilla, seconded by Vice Chairman Calabrese. Vote of the board was ayes, six – nays, none.

Resolution No.34 - 2021: (Award of Preventive Sewer Maintenance Contract) Motion made by Commissioner Guttilla, seconded by Vice Chairman Calabrese. Vote of the board was ayes, six – nays, none.

Resolution No.35 - 2021: (Award of Special Counsel) Motion made by Commissioner Guttilla, seconded by Vice Chairman Calabrese. Vote of the board was ayes, six – nays, none.

Resolution No.36 - 2021: (Appointing LAN Associates (Emergency Booster Pump)) Motion made by Commissioner Guttilla, seconded by Vice Chairman Calabrese. Vote of the board was ayes, six – nays, none.

Resolution No.37 - 2021: (June Bills 2021) Motion made by Commissioner Guttilla, seconded by Vice Chairman Calabrese. 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, June 7, 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	✓			