

HOUSING AUTHORITY OF THE
BOROUGH OF CLIFFSIDE PARK

November 1, 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-Hybrid due to the COVID-19 Pandemic.

PRESENT:

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

ALSO PRESENT:

Joseph Capano, Executive Director
James Santasiero, Assistant Executive Director
William Katchen, CPA
Paul Marino, Esq.
Michael Turek, Maintenance Coordinator
Linda Phillips-Perez, Activity Center Coordinator

ABSENT:

Ralph Calabrese, Vice Chairman

Joseph Capano, Executive Director, asked if there were any corrections, additions, or deletions to the minutes of the October 4, 2021 Commissioners' Meeting. Motion to approve the minutes of the October 4, 2021 Commissioners' Meeting made by Commissioner Guttilla, seconded by Commissioner Candela. Vote of the board was ayes, five – nays, none.

Executive Director's Report:

- **Payment #2 to Cypreco Industries, Inc.** – The work for parking lot expansion and concrete curbing is about 70% complete, and the second payment to Cypreco Industries, Inc. is on today's agenda. Mr. Capano thanked Michael Turek, Maintenance Coordinator, for his efforts in overseeing the work and helping move everything along.
- **Acquisition 215 Riverview Place** – Mr. Capano reported that the Local Finance Board has approved bonding for the acquisition of 215 Riverview Place. Our Board of Commissioners will have to sign the resolution before it gets sent to Trenton. Everything is now complete on the Cliffside Housing Authority's end; we must now wait on HUD's release of approval and seller's DCA Certification and certificate of occupancy.
- **Vacant Apartments**
- **Section Eight**
- **Investments**

Chairman's Report- Chairman Colao had no formal report. He however thanked Housing Authority staff and professionals for their hard work with the 215 Riverview Place acquisition to date.

Finance Committee – The auditor will be in house sometime in November to perform the audit for FYE 3/31/2021.

Buildings and Grounds Committee – Maintenance continues to turnover apartments and sanitize the buildings. The parking lot and concrete upgrades are moving along. The boilers have been turned over, and the boiler room has been re-painted. Maintenance has performed an inventory purge on refrigerators and stoves to avoid delays and ensure that they are on hand as regularly as possible.

Personnel Committee – The Cliffside Park Housing Authority has hired a part-time employee to support the administrative office, using funds that have been budgeted.

Activity Center Report – Linda Phillips-Perez, Activity Center Coordinator, reported the Senior Activity Center has been as busy as ever. Last week's Halloween Party was a success, with 150 senior attendees and 30 members of Cliffside Park High School's Community Outreach Program. November 12 will be the Veteran's Honoring for Veterans' Day. There will be a Thanksgiving Potluck Luncheon for the seniors to bring and share their dishes. Fall trips, health screenings, booster shots, and transportation will continue.

Old Business – None.

New Business – The Cliffside Park Housing Authority is in the process of applying for CDBG 2022 Grant Cycle.

Resolutions No. 64-2021 to 67-2021 were discussed, and Motion made by Chairman Colao, seconded by Commissioner Conforti. Vote of the board was ayes, five nays, none.

Resolution No. 64 - 2021: (Payment #2 to Cypreco Industries, Inc. for Parking Lot Expansion) Motion made by Chairman Colao, seconded by Commissioner Conforti. Vote of the board was ayes, Five – nays, none.

Resolution No.65 - 2021: (Bond resolution authorizing issuance of \$4,500,000.00 in bonds to fund the acquisition of 215 Riverview Place) Motion made by Chairman Colao, seconded by Commissioner Conforti. Vote of the board was ayes, Five – nays, none.

Resolution No. 66 - 2021: (Local Finance Board positive findings resolution) Motion made by Chairman Colao, seconded by Commissioner Conforti. Vote of the board was ayes, Five – nays, none.

Resolution No. 67 - 2021: (November Bills 2021) Motion made by Chairman Colao, seconded by Commissioner Conforti. Vote of the board was ayes, Five – 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 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 1, 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

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Executive Director/Secretary

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