

REGULAR MEETING
HOUSING AUTHORITY OF THE
BOROUGH OF CLIFFSIDE PARK

May 1, 2023

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 ZOOM-Hybrid.**

PRESENT:

Peter Colao, Chairman
Ralph Calabrese, Vice Chairman
Janet Merrill, Commissioner – via ZOOM
Harry Guttilla, Commissioner
Vincent Conforti, Commissioner – via ZOOM
Bruce Bonaventuro, Commissioner – via ZOOM

ALSO PRESENT:

Joseph Capano, Executive Director
William Katchen, CPA – via ZOOM
Frank Borin, Attorney – via ZOOM
Michael Turek, Maintenance Coordinator
Linda Phillips-Perez, Senior Activity Center Coordinator

ABSENT:

Vito Candela, Commissioner
James Santasiero, Assistant Executive Director

Joseph Capano, Executive Director, asked if there were any corrections, additions, or deletions to the minutes of the April 3, 2023 regular meeting. Motion to approve the minutes of the April 3, 2023 regular meeting made by Commissioner Guttilla, seconded by Vice Chairman Calabrese. Vote of the board was ayes, five – nays, none – abstains, one.

Executive Director's Report:

- **Professional Services** – RFP Results for Exterminator Services, Automatic Door Maintenance, and Video Surveillance Maintenance
- **Emergency Repairs at TerraceView Towers** – Discussion
 - **Vacant Apartments**
 - **Section Eight**
 - **Investments**

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

Finance Committee – None.

Buildings and Grounds Committee – Apartments are being turned over for May and June occupancy. We have solicited proposals for A/E Services for the Expansion of the Administrative office and Activity Center.

Personnel Committee – No Report.

Activity Center Report – Linda Phillips-Perez, Activity Center Coordinator, reported that today's Bocce Opening Day was cancelled due to wet courts from the weekend's rain. Farmer's Market Pre-Registrations are today, for the June Farmer's Market. The Mothers' Day and Fathers' Day brunches are coming up, as well as the Bergen County Open House. The Open House will be held on May 16 and the Senior Activity Center will be using Bergen County's Pamphlet; however, the Cliffside Park Senior Activity Center will be running its own program. Spring trips, as well as Music Under the Stars, will begin in May, and shore trips will begin in June. It was reported that the Volunteer Hosted Pizza Party brought in \$2,700.00, which will be utilized for graduating seniors' college scholarships.

Professionals' Reports – Frank Borin is currently looking into an insurance inquiry for Executive Director, Joseph Capano.

Old Business – None.

New Business – Executive Director, Joseph Capano, thanked the Board of Commissioners for the opportunity for staff members and himself to go to the NJNAHRO Convention. The convention was a huge success.

Resolutions No. 33-2023 to 41-2023 were discussed, and Motion made by Commissioner Bonaventuro, seconded by Vice Chairman Calabrese. Vote of the board was ayes, six; nays, none.

Resolution No.33 - 2023: (Exterminator Contract) Motion made by Commissioner Bonaventuro, seconded by Vice Chairman Calabrese. Vote of the board was ayes, six; nays, none.

Resolution No.34 - 2023: (Automatic Doors Maintenance Contract) Motion made by Commissioner Bonaventuro, seconded by Vice Chairman Calabrese. Vote of the board was ayes, six; nays, none.

Resolution No.35 - 2023: (Video Surveillance Maintenance Contract) Motion made by Commissioner Bonaventuro, seconded by Vice Chairman Calabrese. Vote of the board was ayes, six; nays, none.

Resolution No.36 - 2023: (Appointment of Hearing Officer) Motion made by Commissioner Bonaventuro, seconded by Vice Chairman Calabrese. Vote of the board was ayes, six; nays, none.

Resolution No.37 - 2023: (Approval of Unpaid Medical Leave of Absence for Angelo Celso) Motion made by Commissioner Bonaventuro, seconded by Vice Chairman Calabrese. Vote of the board was ayes, six; nays, none.

Resolution No.38 - 2023: (Authorization of Emergency Repair at Terraceview Towers) Motion made by Commissioner Bonaventuro, seconded by Vice Chairman Calabrese. Vote of the board was ayes, six; nays, none.

Resolution No.39 - 2023: (Payment to Mattina & Son Inc for Emergency Repair) Motion made by Commissioner Bonaventuro, seconded by Vice Chairman Calabrese. Vote of the board was ayes, six; nays, none.

Resolution No.40 - 2023: (Submission of SEMAP to HUD; FYE 3/31/2023) Motion made by Commissioner Bonaventuro, seconded by Vice Chairman Calabrese. Vote of the board was ayes, six; nays, none.

Resolution No.41 - 2023: (May 2023 Bills) Motion made by Commissioner Bonaventuro, seconded by Vice Chairman Calabrese. 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 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, May 1, 2023, 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.

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	✓			

Joseph Capano, PHM

Joseph Capano, PHM
Executive Director/Secretary