

REGULAR MEETING
HOUSING AUTHORITY OF THE
BOROUGH OF CLIFFSIDE PARK

December 14, 2011

Meeting called to order at 4:00 P.M. by Executive Director. The meeting was opened by the Executive Director reading the Open Public Meeting Act Statement.

PRESENT:

Peter Colao, Chairman
Janet Merrill, Commissioner
Sal Spoto, Commissioner
Ralph Calabrese, Commissioner
Harry Guttilla, Commissioner
Lynn De Lucia, Commissioner

ABSENT

Sam Carafa, Vice Chairman

ALSO PRESENT

Joseph Capano, Executive Director
James Santasiero, Assistant Executive Director
Bill Katchen, Accountant
Paul Marino, Attorney
Arnold Mazzone, Maintenance Supervisor
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 November 9, 2011 regular meeting. Motion to approve the minutes of the November 9, 2011 regular meeting made by Commissioner Spoto, seconded by Commissioner Guttilla. Vote of the board was ayes, six – nays, none.

- **HA Expansion** – Update.
- **HA Update** – Discussion.
- **Annual Plan** – Discussion.
- **Change Order** – Re-pointing & Waterproofing 500 Bld.
- **Emergency Repair** – Water main break 500 Building.
- **Personnel** – Clara Tasciyan part time to full time. Motion hiring Clara Tasciyan full time made by Commissioner Guttilla, seconded by Commissioner Calabrese. Vote of the Board was ayes, six – nays, none
- **Vacant Apartments** – See attachment A
- **Section Eight** – See attachment B
- **Investments** – See attachment C

Chairman's Report- Chairman Colao indicated that various contractors were at the pre-bid meeting for the Housing Authority expansion. Also that the January Board meeting will be one week later to accommodate the bidding process.

Finance Committee – Commissioner Calabrese wanted to make sure that funding was available in the budget to cover the change order for the re-pointing project at the 500 building.

Buildings and Grounds Committee –Joseph Capano, Executive Director, and Arnold Mazzone, Maintenance Supervisor, gave an update of the ongoing capital improvement and maintenance projects at the Housing Authority.

Personnel Committee – Committee had met to discuss the hiring of Clara Tasciyan full time.

Activity Center Report – Linda Phillips-Perez, Senior Coordinator, gave the Board an update on current events and events that will be held in future. Linda Phillips-Perez invited everyone to stop by the Senior Holiday Party tomorrow night.

Old Business – None.

New Business – None.

Resolution No.69- 2011: (Commissioners Meeting Schedule) Motion made by Commissioner Merrill seconded by Commissioner Calabrese. Vote of the board was ayes, six– nays, none.

Resolution No.70- 2011: (Adopting the Housing Authority Annual Plan) Motion made by Commissioner Guttilla, seconded by Commissioner Spoto. Vote of the board was ayes, six– nays, none.

Resolution No.71- 2011: (Award of Multi-Peril Insurance) Motion made by Commissioner Colao, seconded by Commissioner Merrill. Vote of the board was ayes, six– nays, none.

Resolution No.72- 2011: (Participate in cooperative purchasing with State of NJ & County of Bergen) Motion made by Commissioner Guttilla, seconded by Commissioner Spoto. Vote of the board was ayes, six– nays, none.

Resolution No.73- 2011: (Approving an Emergency Repair) Motion made by Commissioner Merrill, seconded by Commissioner Colao. Vote of the board was ayes, five– nays, none – abstain, one.

Resolution No.74- 2011: (Final Payment to Open System Integrators, Inc.) Motion made by Commissioner Spoto, seconded by Commissioner Calabrese. Vote of the board was ayes, six– nays, none.

Resolution No.75- 2011: (Minhas Construction Corp Change Order #1 in the amount of \$54,759.61 for additional re-pointing at the 500 building.) Motion made by Commissioner Guttilla, seconded by Commissioner Spoto. Vote of the board was ayes, six– nays, none.

Resolution No.76- 2011: (Partial Payment #3 to Minhas Construction Corp.) Motion made by Commissioner Calabrese, seconded by Commissioner Merrill. Vote of the board was ayes, six– nays, none.

Resolution No.77- 2011: (December 2011 Bills) Motion made by Commissioner Carafa, seconded by Commissioner Spoto. Vote of the board was ayes, five– nays, none- abstain, one.

Commissioners' Comments - None

The Chairman opened the meeting to the public, there being no public present the public portion was closed.

Motion made to adjourn by Commissioner Spoto, seconded by Commissioner Guttilla.
Vote of the board was ayes, six - nays, none.