

RESOLUTION #2016-33

**APPROVE A FOUR DAY WORKWEEK FOR THE MONTHS OF
JULY AND AUGUST 2016**

WHEREAS, the Executive Director is requesting that the Housing Authority of the Borough of Highland Park's office staff change its workday from Monday through Friday to Monday through Thursday for the months of July and August 2016; and

WHEREAS, the office staff would still maintain a 35 hour workweek by extending the day from 8:30 AM to 4:30 PM with a one-hour lunch to:

Monday - 8:00 AM to 5:30 PM
Tuesday – 8:00 AM to 6:00 PM
Wednesday – 8:00 AM to 5:30 PM
Thursday – 8:00 AM to 4:00 PM

WHEREAS, the office staff will have an abbreviated 30 minute lunch period during this time; and

WHEREAS, the maintenance staff will still maintain their regular hours and not participate in the four day workweek; and

WHEREAS, the above hours shall apply for office staff from July 5, 2016 through September 2, 2016 and these hours coincide with the Borough's summer hours; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the Borough of Highland Park, New Jersey, that the Executive Director is hereby authorized to abbreviate the workweek by maintaining the above listed schedule for the office staff for the months of July and August commencing July 5, 2016 and ending September 2, 2016.

Motion to adopt Resolution #2016-33 moved by Commissioner Chen and seconded by Commissioner Chudnick and upon roll call, the vote was as follows:

ROLL CALL:	Chen Chudnick Hersh Martinez Monk Reh Sedehi
AYES:	Chen Chudnick Martinez Monk Reh
NAYS:	None
Abstain:	None
Absent:	Hersh Sedehi

I hereby certify that the above is a true and exact copy of the Resolution #2016-33 adopted by the Board of Commissioners of the Housing Authority of the Borough of Highland Park at their Regular Meeting of June 8, 2016.

Donna F. Brightman, Secretary

Approved as to legal form:

Terrence Corriston, Esq.