

RESOLUTION #2017-33

**APPROVE A FOUR DAY WORKWEEK FOR THE MONTHS OF
JULY AND AUGUST 2017**

WHEREAS, the Executive Director is requesting that the Housing Authority of the Borough of Highland Park's staff change its workday from Monday through Friday to Monday through Thursday for the months of July and August 2017; 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
Friday – closed

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

WHEREAS, the maintenance staff will continue to work their regular hours; and

WHEREAS, the above hours shall apply to office staff members from July 3, 2017 through September 1, 2017 and these hours coincide with the Borough's summer hours.

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 3, 2017 and ending September 1, 2017.

Motion to adopt Resolution #2017-33 moved by Commissioner Sedehi and seconded by Commissioner Reh and upon roll call, the vote was as follows:

ROLL CALL: Chudnick Martinez Methven Monk Rainwater Reh Sedehi
AYES: Chudnick Methven Monk Rainwater Reh Sedehi
NAYS: None
Abstain: None
Absent: Martinez

I hereby certify that the above is a true and exact copy of the Resolution #2017-33 adopted by the Board of Commissioners of the Housing Authority of the Borough of Highland Park at their Regular Meeting of June 14, 2017.

Donna F. Brightman, Secretary

Approved as to legal form by
Terrence Corrison, Esq.