

**MINUTES: HOUSING AUTHORITY OF THE TOWN OF NEWTON, NJ**  
**August 8, 2016**

“In accordance with the Open Public Meetings Act, notice of this public meeting was given to the newspaper of record and posted on the official bulletin Board on December 30, 2015.”

The regular monthly meeting of the Board of Commissioners for the Newton Housing Authority was held on Monday, August 8, 2016 in the Community Room at Liberty Towers. The meeting was called to order by Chairman Nannery at 5:31 pm and roll call was taken. Chairman Nannery, Vice Chairman Carr (excused), Commissioner Rochelle, Cmsr. Leonardo, Cmsr. Fiedorczyk, and Cmsr. Izquierdo (excused). Executive Director, Kimberly Iozzi was also present.

**Minutes** of the June 13, 2016 regular monthly meeting were reviewed. Cmsr. Fiedorczyk made a motion to approve the minutes; seconded by Cmsr. Leonardo. Motion approved.

**Bills** for the period 6/22/16-7/31/16 were reviewed: There is a total of \$40,582.45 for normal operating prepaid. And \$47,094 for Capital Fund Program 15. Motion made by Cmsr. Rochelle; seconded by Cmsr. Nannery to approve payment of bills. Motion approved.

**Communications:**

**Treasurer’s Report:** Account balances as of 7/31/16: general ledger balance \$62,613.16; tenant security/escrow \$55,393.94; and \$63,639.56 NJ Cash Management Fund; NHA Post Employee Benefit Cost, \$37,548.10. Motion made by Cmsr. Leonardo; seconded by Cmsr. Fiedorczyk to accept the Treasurer’s report. Motion approved.

**Secretary’s Report/ Old Business:**

**RESIDENTS:** The annual resident picnic was held in July. Another is planned on August 23<sup>rd</sup>. A yard sale was held on Saturday, August 6<sup>th</sup>. Three apartments have been rented. A Meet & Greet and orientation will be scheduled in the month of September.

**BUILDING/GROUNDS:** Residents have been reminded not to smoke in apartments or play music and television too loudly. They have been asked to pick up their belongings from the gazebos when leaving them and to return the furniture to its original position if it is moved. Quotes for carpet cleaning are being obtained to clean and sanitize the common areas. Resident pets have made a mess of the rugs. Another repair is needed on the wall. A dumpster is on site. Residents have been invited to put a work order request in to have items placed in the dumpster. They will be charged according to what is disposed of. The water softener has a leak in it. However, the part cannot be replaced. The authority does not have enough in the budget to replace it at this time. The water tap has been completed. However, the work did not yield enough pressure to pass the flow test. The Engineer is working with the Water Department and Castle Fire to determine the next course of action. The Engineer assured me that the work completed to date would still be necessary if the entire line needs to be replaced. The landscaper will bring mulch when they come to do the routine work. Grass will be planted when restrictions on watering are eliminated.

**ADMINISTRATION:** The waiting list continues to be purged as a result of the recent turnovers.

**FINANCE:** Our annual audit was conducted on August 1<sup>st</sup>. The report will be available soon. All of the 2015 Capital Fund monies have been drawn down. Steps are being taken to enhance our FASS scoring. Out of a possible 25, the Housing Authority scored a 17 and later dropped to a 9 as a direct result of our expenses. This would make our agency financially “troubled.” The two main areas of concern are our legal fees and maintenance costs, which were a result of emergency and preventative repairs.

**PERSONNEL:** There are no changes at this time.

**COMMISSIONER ITEMS:** A special thanks to Cmsr. Fiedorczyk for grilling hot dogs at the rummage sale.

**OPEN TO THE PUBLIC** “At this point in the meeting, the Board of Commissioners welcomes comments from any member of the public on any topic. To help facilitate an orderly meeting and to permit the opportunity for anyone who wishes to be heard, speakers are asked to limit their comments to 5 minutes. If reading from a prepared statement, please provide a copy and email a copy to the Main Office of the Newton Housing Authority after making your comments so it may be properly reflected in the minutes.” Janet Dodd, President of the resident association reported that Joan Casterlin and Jim Mitchell mulched and planted herbs. Commissioners were invited to check it out.

**New Business:** None at this time

**Closed Session:** A motion to enter closed session in order to discuss an open investigation was made by Cmsr. Nannery, seconded by Cmsr. Fiedorczyk at 5:45pm. Motion approved. A motion to end closed session was made at 6:00pm by Cmsr. Fiedorczyk, seconded by Cmsr. Leonardo. Roll call vote was taken: Chairman Nannery, Vice Chairman Carr (excused), Commissioner Rochelle (yes), Cmsr. Leonardo (yes), Cmsr. Fiedorczyk (yes), and Cmsr. Izquierdo (excused). Motion approved.

**Adjournment:** There being no further business, Motion was made by Cmsr. Fiedorczyk; seconded by Cmsr. Nannery. Motion approved, meeting adjourned at 6:50pm.

Respectfully submitted,

Kimberly Iozzi, PhD, Secretary to the Board