

**MINUTES OF THE APRIL 20, 2020 MEETING  
OF THE HOUSING AUTHORITY  
OF THE TOWN OF NEWTON**

The regularly scheduled meeting of the Housing Authority of the Town of Newton was held **APRIL 20, 2020 at 5:30 PM**, via teleconference that was posted on the NHA website.

*Pledge of Allegiance*

The meeting was called to order by *Chairperson Fiedorczyk* at 5:32 **PM** and upon roll call the following members were present: Commissioners: Richard Bitondo, Rick Turdo, Bill Nannery, Joyce Franklin & Maria Fiedorczyk. Also present was Interim Executive Director/Secretary-Treasurer W. Paul Rummerfield.

The following Commissioner were excused: N/A

There were 0 members of the public present.

Chairperson Fiedorczyk announced in accordance with the Open Meetings Act, on August 10, 2012; notice of the meeting was posted on the website. Chairperson Fiedorczyk directed said announcement be entered in the minutes of the meeting.

The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Newton Housing Authority has caused notice of this meeting to be advertised by having the date, time, and place posted on the Newton Housing Authority Website.

In light of the Governor's Issuance of Executive Order 107, we have been strongly encouraged to conduct all public meetings subject to the Open Public Meetings Act exclusively using communications equipment (e.g., telephonic conference call-in connections, internet streaming, etc.) for the foreseeable future without providing a physical meeting place. All members of the public may access the meeting (either video or telephone) via Cisco Webex.

**APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF MARCH 9, 2020**

***Commissioner Turdo*** moved to approve the Minutes of the Regular Meeting of March 9, 2020; which motion was seconded by ***Commissioner Fiedorczyk***. Upon roll call the motion was as follows:

<b><u>AYES</u></b>	<b><u>NAYS</u></b>	<b><u>ABSTAINS</u></b>	<b><u>ABSENT</u></b>
Bitondo			
Fiedorczyk			
Turdo			
Nannery			
Franklin			

**APPROVAL OF THE MINUTES OF THE EXECUTIVE SESSION OF MARCH 9, 2020**

**Commissioner Fiedorczyk** moved to approve the Minutes of the Executive Session of March 9, 2020; which motion was seconded by **Commissioner Nannery**. Upon roll call the motion was as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>	<u>ABSENT</u>
Bitondo			
Fiedorczyk			
Turdo			
Nannery			
Franklin			

### **BILLS – MARCH 2020**

**Commissioner Bitondo** moved to approve the bills list for March 2020; which motion was seconded by **Commissioner Turdo**. All were in favor of the motion.

### **REPORT OF COMMITTEES - NONE**

### **ADMINISTRATIVE REPORT**

<b>Covid-19 discussion: no one has tested positive at Liberty Towers, using a disinfectant called Bioesque which is said to be among the best to be used, looking to see about masks for residents, will send a summary to Sussex County Health Department on what we've been doing to stay ahead of the virus as well as one to Town Hall and will provide weekly updates to the Board.</b>
<b>Underground oil tank went thru a pressure test for insurance purposes and failed. Getting quotes to either try to fix the problem or possibly remove the tank and place a new above ground tank in.</b>
<b>Air conditioning: we have received quite a few checks paying for the season in full to receive the discount. Will also be setting up an install schedule for those residents that will start the cooling season in May.</b>
<b>Annual Plan: still waiting on HUD approval. Once this is done, we can look to go out for RFP's to begin the ac sleeve project.</b>
<b>Shared Service: Paul to look at language for an RFP in case Newton HA needs to go out for a new shared service agreement.</b>
<b>Hair Salon: the person who runs the hair salon, asked that the rent be waived as she cannot come to the salon to do haircuts during the shutdown.</b>

**RESOLUTION #: 2020-10 Approval to waive the \$200 rent for hair salon for March & April and moving forward during the Covid-19 shut down. Once restrictions are lifted, will re-examine rental of the space.**

*Commissioner Nannery* moved to adopt Resolution #: 2020-10, which motion was seconded by *Commissioner Turdo*. All were in favor of this resolution.

**NEW BUSINESS:**

**RESOLUTIONS -**

**RESOLUTION #: 2020-9 Approval of Landscaping & Grounds Services to "Palmer Services"**

**WHEREAS**, *the Housing Authority of the Town of Newton* has advertised for proposals for Landscaping & Grounds Services for Liberty Towers;

**WHEREAS**, the following proposals were received:

- Palmer Services
- Gerber Landscaping
- Tognetti Property Maintenance

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Housing Authority of the Town of Newton that after reviewing the above proposals, hereby awards the Landscaping & Grounds Services to "Palmer Services" at the rate of \$85.00 per grass cut and leaf clean-up of \$900.

*Commissioner Fiedorczyk* moved to adopt Resolution #: 2020-9, which motion was seconded by *Commissioner Turdo*. All were in favor of this resolution.

**PUBLIC COMMENT - NONE**

**EXECUTIVE SESSION - NONE**

**ADJOURNMENT**

There being no further business to come before this Authority, *Commissioner Bitondo* moved at the call of *Chairperson Fiedorczyk* the meeting be adjourned, which motion was seconded by *Commissioner Turdo*. Upon roll call the motion was unanimous. The meeting was adjourned at 6:10 PM, April 20, 2020.

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**W. PAUL RUMMERFIELD**  
Executive Director/Secretary-Treasurer

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**MARIA FIEDORCZYK**  
Chairperson

