

**MINUTES: HOUSING AUTHORITY OF THE TOWN OF NEWTON, NJ  
February 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, February 8, 2016 in the Community Room at Liberty Towers. The meeting was called to order by Chairman Nannery at 5:35 pm and roll call was taken. Chairman Nannery, Vice Chairman Carr (excused), Commissioner Fellner, Cmsr. Leonardo, Cmsr. Fiedorczyk, and Cmsr. Izquierdo. Executive Director, Kimberly Iozzi and Tracey Goldstein, Esq. were also present.

**Minutes** of the January 11, 2016 regular monthly meeting were reviewed. Cmsr. Leonardo made a motion to approve the minutes; seconded by Cmsr. Fellner. Motion approved.

**Bills** for the period 11/1/16-2/2/16 were reviewed: There is a total of \$52,466.05 for normal operating prepaid. Motion made by Cmsr. Fellner; seconded by Cmsr. Leonardo to approve payment of bills. Motion approved.

**Communications:**

**Treasurer's Report:** Account balances as of 1/31/16: general ledger balance \$19,383.32; tenant security/escrow \$57,347.11; and \$63,639.56 NJ Cash Management Fund; NHA Post Employee Benefit Cost, \$37,548.10. Motion made by Cmsr. Fellner; seconded by Cmsr. Fiedorczyk to accept the Treasurer's report. Motion approved.

**Secretary's Report/ Old Business:**

**RESIDENTS:** The residents are hosting a dinner Friday, February 12<sup>th</sup> and will have a party with a newly-formed children's club, Kids for Kindness, on the 13<sup>th</sup>.

**BUILDING/GROUNDS:** The annual apartment inspection of the apartments took place on January 25<sup>th</sup>. Numerous work orders have been generated as a result of the inspection. An Electrician installed an emergency shut-off to our boilers to be in compliance with the NJ State code. A meeting was held with the Town Engineer to review plans for an extensive drainage project that will require an easement of our property. A preliminary drawing will be presented at the meeting. An active bed bug infestation has been identified in an apartment for the 3<sup>rd</sup> time. It has been treated and there are no signs of any further activity. Cmsr. Leonardo asked to obtain a price to include the daily cleaning of the community room to Vanguard's scope of work. In the meanwhile, Mike will assume the responsibility as time allows. Unfortunately, every time someone enters or exits the community room, salt is tracked in, making the floor appear dirty. Since the community room doors lead to a smoking area, the floor is dirty almost immediately after cleaning. There has been no news from the Town on the pending water main work. There is evidence that residents or their guests are smoking in their apartments, in addition to reports of the odor of smoke in the 5<sup>th</sup> floor hallway. Residents are being reminded that this is a direct violation of their lease. There has been work done to the elevators that came as a result of repeated incidents of manually holding the doors open too long. Residents are asked not to hold the doors if possible. Residents continue to spit on the rugs and in the elevators. It is cleaned daily, but is both unsightly and disgusting. Residents also continue to leave clothing and other items in their hallways and in the community room for free. They have been reminded not to do so.

**ADMINISTRATION:** The Housing Authority has been required to amend its Admissions and Continued Occupancy Standards. Namely, the Housing Authority shall accept applications from all qualified persons who are 55+ Disabled or 62 and older. The agency has always required applicants receive SSD in lieu of SSI if they are under the age of 62. SSI makes monthly payments to people who have low income and few resources and who are blind or disabled. The Housing Authority was wrong in establishing that requirement and is not

allowed to give a preference on the source of income when an applicant has been deemed disabled. The Board is asked to approve the necessary changes to the ACOP. The website and applications have each been amended to reflect the changes as well. The waiting list remains closed at this time and there are no open units.

**FINANCE:** For the February operating subsidy, HUD considered 2016 estimated eligibility to provide for an interim proration level of approximately 86.76%. March funding will use the recently passed 2016 Appropriation and estimated eligibility as the basis for proration. The final proration will reflect the difference in the amount of actual eligibility for the final approved PHA subsidy requests and the Appropriations Bill.

**COMMISSIONER ITEMS:** The Town of Newton will appoint Vangie Rochelle to the Board of Commissioners at their regular meeting of February 8<sup>th</sup>.

**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.” Audrey Snyder, Apt. 2D thanked the NHA for fixing the issues with the heat in the building and commented that she her apartment is warm. Executive Director Iozzi clarified that Audrey’s apartment is one of the apartments that routinely has had problems with maintaining heat in the past. Cmsr. Leonardo commented about the inspection and indicated that it was not very thorough. She brought attention to a problem she is having with her refrigerator/freezer door that went undetected. Resident, Gail Sykes indicated that she is having the same problem and has taped her freezer door to prevent it from opening. Executive Director Iozzi said that she needs to know of those things and that they are routine work orders.

**New Business:** The Board reviewed and approved the revisions of Admissions and Occupancy Policy. They authorized Resolution 2016-01, approving the revisions. Motion made by Cmsr. Fellner; seconded by Cmsr. Fiedorczyk. Motion approved. Executive Director Iozzi presented a preliminary drawing of plans for a drainage project by the Town of Newton. The Board determined that it would like to continue moving forward with the discussion and plans for the work. Attorney, Tracey Goldstein was invited to address the Board. She provided a brief introduction and a synopsis of her credentials

**Closed Session:** A motion to enter closed session in order to discuss legal matters and concerns was made by Cmsr. Fellner, seconded by Cmsr. Nannery at 6:20pm. Motion approved. A motion to end closed session was made at 6:38pm by Cmsr. Nannery, seconded by Cmsr. Fellner. Roll call vote was taken: Chairman Nannery, Vice Chairman Carr (excused), Commissioner Fellner (yes), Cmsr. Leonardo (yes), Cmsr. Fiedorczyk (yes), and Cmsr. Izquierdo. Motion approved.

**Adjournment:** There being no further business, Motion was made by Cmsr. Fiedorczyk; seconded by Cmsr. Izquierdo. Motion approved, meeting adjourned at 6:42pm.

Respectfully submitted,

Kimberly Iozzi, PhD, Secretary to the Board