

**MINUTES: HOUSING AUTHORITY OF THE TOWN OF NEWTON, NJ
March 13, 2017**

“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 29, 2016.”

The regular monthly meeting of the Board of Commissioners for the Newton Housing Authority was held on Monday, March 13, 2017 in the Community Room at Liberty Towers. The meeting was called to order by Secretary Iozzi at 5:35 pm and roll call was taken. Chairman Nannery, Vice Chairman Carr (excused), Commissioner Rochelle, Cmsr. Leonardo, Cmsr. Fiedorczyk, Cmsr. Jack Durkin.

Minutes of the February 13, 2017 regular monthly meeting were reviewed. Cmsr. Leonardo pointed out that the minutes should be corrected to reflect the passing of former Commissioner Fellner, not current commissioner, as not to made a motion to approve the minutes as amended; seconded by Cmsr. Fiedorczyk; Cmsr. Durkin abstained. Motion approved.

Bills for the period 2/1/17-3/8/17 were reviewed: There is a total of \$52,772.98 for normal operating prepaid. Motion made by Cmsr. Fiedorczyk; seconded by Cmsr. Nannery to approve payment of bills. Motion approved.

Communications:

Treasurer’s Report: Account balances as of 2/28/17: general ledger balance \$14,006.92; tenant security/escrow \$56,630.98; and \$64,020.58 NJ Cash Management Fund; NHA Post Employee Benefit Cost, \$47,570.70 Motion made by Cmsr. Rochelle; seconded by Cmsr. Leonardo to accept the Treasurer’s report. Motion approved.

Secretary’s Report/ Old Business:

RESIDENTS: One apartment will be vacated on March 31, 2017 and leased immediately.

BUILDING/GROUNDS: As a result of the misuse and abuse of trash chutes during the weekend, the HA has taken preventative measures to lock the trash chutes on Friday evenings at 7PM and reopen them on Monday by 9AM. Recycling can continue to be placed in the appropriate bins throughout the weekend. Residents were reminded to rinse items before discarding them and were asked not to leave trash on the floor. However, trash was left on every floor, but the 3rd. Someone attempted to smash the lock on the 5th floor. Each is a violation of the lease and will be handled by our attorney. The laundry machines needed to be repaired again. The technician verified that the damage to the machines is the direct result of overloading the units. In order to avoid having to do more than one load, people over-stuff the units, causing the balancers to break and machines to “dance.” Some doors haven’t worked either because some tenants force them open or slam them shut.

Another inspection was conducted on the fire pump system and hydrant. The results were inconclusive and require additional coordination with the Town of Newton and Engineer. The fire inspector provided us a certificate of compliance. An inspection was conducted on our boiler and hot water system. Everything was satisfactory with the exception of the hot water system needs an emergency shut off at either end of the boiler room. An electrician was contacted for

this work. Each of the apartments that failed the annual inspection for housekeeping was re-inspected and passed. Residents have been asked to write all work order requests or call the main office directly during regular hours to request work. Writing requests helps ensure that work is scheduled and provides the office with a record of all incidents.

Residents were reminded that visiting pets are not permitted at any time. In order to avoid altercations and safety hazards, the pet policy also states that only one pet is allowed in elevator at a time. Pets are not permitted on other floors other than first or their own apartment. Pets are not permitted in another apartment or public rooms, i.e. office, community room, laundry room, or lobby. The HUD REAC Inspection will be on May 11, 2017.

ADMINISTRATION: A request for proposals for landscaping services has been prepared and will be ready for review at the next regularly scheduled meeting.

FINANCE: As a result of the uncertainty of our budget, current and forecasted liabilities, NHA staff continues to look for meaningful ways to meet the growing gap between what it costs to operate and what we have available to us. The anticipated cuts for this and subsequent years will be devastating. Our primary objective is to make changes that have a minimal impact on residents.

PERSONNEL: There are no changes at this time.

COMMISSIONER ITEMS: Cmsr. Jack Durkin has been appointed by the Town to serve on our Board for an initial term that expires 4/30/18.

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. Resident, Pat Powers reported that there would be a casino trip to Mohican Sun on April 26th. Resident Barbara Darrohn reported that there were a lot of tenants signed-up to attend both St. Patrick’s Day luncheon events.

New Business:

Adjournment: There being no further business, Motion was made by Cmsr. Leonardo; seconded by Cmsr. Fiedorczyk. Motion approved, meeting adjourned at 6:00pm.

Respectfully submitted,

Kimberly Iozzi, PhD, Secretary to the Board