

**MINUTES: HOUSING AUTHORITY OF THE TOWN OF NEWTON, NJ
July 17, 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, July 17, 2017 in the Community Room at Liberty Towers. The meeting was called to order by Secretary Iozzi at 5:30pm and roll call was taken. Chairman Nannery, Vice Chairman Carr (excused), Commissioner Capinjola, Cmsr. Leonardo, Cmsr. Fiedorczyk, Cmsr. Jack Durkin.

Minutes of the June 5, 2017 regular monthly meeting were reviewed. Motion made by Cmsr. Leonardo to approve the minutes. Motion seconded by Cmsr. Capinjola. Motion approved.

Bills for the period 5/25/17-6/30/17; \$54,255.64 for normal operating. Motion made by Cmsr. Nannery; seconded by Cmsr. Durkin to approve payment of bills. Motion approved.

Communications: Cmsr. Leonardo (6/17) re: Thank you to Board

Treasurer’s Report: Account balances as of 6/30/17: general ledger balance \$57,113.66; tenant security/escrow \$54,772.39; and \$64,020.58 NJ Cash Management Fund; NHA Post Employee Benefit Cost, \$47,576.69 Motion made by Cmsr. Leonardo; seconded by Cmsr. Fiedorczyk to accept the Treasurer’s report. Motion approved.

Secretary’s Report/ Old Business:

RESIDENTS: Resident Association President, Janet Dodd, passed away suddenly after complications from multiple illnesses. A memorial celebration was held on Saturday, July 1st at the community room. It was well-attended. Residents had the opportunity to share their thoughts and feelings about the work Janet did as President. Vice-president, Irene Tuccillo will serve the remainder of Janet’s term until an election is held later this year. An annual meeting was held with the residents on July 3rd, giving residents the opportunity to learn about the Housing Authority’s current and proposed budgets and their impact on tenants, the annual plan, plans for a convenience store, possible RAD conversion and general building maintenance issues and concerns. Congressman Gottheimer visited the facility on July 5th. He presented Liberty Towers with a Congressional Certificate of Recognition for the outstanding and invaluable service to the community. Earlier in the month, residents were given a survey to determine their interest in having a convenience store on site, as well as to solicit their input on the items that should be carried in the store, its hours of operation, etc...

BUILDING/GROUNDS: One apartment has been turned over and occupied by an applicant from the waiting list. Another apartment is being renovated now for occupancy next week. A proposal has been obtained for an elevator power unit replacement in the amount of \$18,820. The authority doesn’t have enough funding for this investment at this time. In the meanwhile, we purchased a new refrigerator and stove and paid to have hearing impaired alarms replaced with silent strobes. Each of these expenses was afforded by utilizing the operating subsidy we obtained. We still have not received Capital Fund monies for 2017. The neighbors have complained about the landscaping, as the company has not mowed the grass on the other side of our fence on Thompson. I have complained about the overgrown hedges and overhang on the fences. A tenant volunteered to do the hedge clipping for us if we purchase the equipment. The company has been put on notice to improve their services. Unfortunately, if they do not, there were no other proposals obtained for the work this year, so we will have to re-advertise to solicit new proposals

ADMINISTRATION: The Housing Authority has begun exploring the possibility of participating in a Rental Assistance Demonstration (RAD) conversion, which would change the housing assistance structure from public housing to private ownership with project-based vouchers. The Admissions and Occupancy Policy is being updated and will be ready for review and approval at the next meeting. The annual plan also needs to be reviewed and approved for submission to HUD. Based on the proposed 2018 budget, the authority would receive less than \$50,000 in Capital Funds.

FINANCE: The operating subsidy has been restored to the facility. In addition to looking at additional ways to cut costs, we have explored additional ways to generate income. We began making plans to open a convenience store in the Towers for the benefit of our residents and their caregivers. Unfortunately, at the last meeting, the Board requested that I asked if the owner would consider changing locations to a space without running water or a bathroom. Upon looking at the space, the owner determined that it was not feasible for them and is no longer interested in a lease with the agency.

PERSONNEL: An advertisement has been prepared for the Executive Director's position. Additionally, a recommendation for a part-time property manager to perform preventative and routine maintenance, while also completing work orders and turnovers, and provide oversight of work performed by contractors.

COMMISSIONER ITEMS: Once proposals are received, the Board will be asked to participate in the interviewing process to hire a new Director.

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. Pat Powers reported that there would be a bus trip to Sands. Barbara reported that there was a yard sale on August 5th and a picnic hosted by Christ Community Church on August 26th.

NEW BUSINESS: N/A

CLOSED SESSION: A motion to enter closed session in order to discuss personnel was made at 5:45 by Cmsr. Leonardo; seconded by Cmsr. Nannery. A motion to end closed session was made at 7:20pm by Cmsr. Fiedorczyk, seconded by Cmsr. Capinjola. Motion approved.

ADJOURNMENT: There being no further business, Motion was made by Cmsr. Capinjola; seconded by Cmsr. Nannery. Motion approved, meeting adjourned at 7:25pm.

Respectfully submitted,

Kimberly Iozzi, PhD, Secretary to the Board