

**MINUTES OF THE FEBRUARY 11, 2019 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 **February 11, 2019 at 5:30 PM**, in the offices of the Housing Authority, 32 Liberty Street, Newton, New Jersey.

*Pledge of Allegiance*

The meeting was called to order by Chairman Fiedorczyk at 5:39 **PM** and upon roll call the following members were present: Commissioners: Richard Bitondo, Bill Nannery, Maria Fiedorczyk, & Carole Leonardo. Also present was Interim Executive Director/Secretary-Treasurer W. Paul Rummerfield.

The following Commissioners were excused: Commissioners Durkin & Vrahnos

There were 28 members of the public present.

Chairperson Fiedorczyk announced in accordance with the Open Meetings Act, on August 10, 2012; notice of the meeting was delivered to the Town Clerks Office, the NJ Herald and posted on the website. Chairperson Fiedorczyk directed said announcement be entered in the minutes of the meeting.

**VISITORS - NONE**

**APPROVAL OF THE MINUTES OF THE ANNUAL RE-ORGANIZATION MEETING OF December 10, 2018**

**Commissioner Leonardo** moved to approve the Minutes of the Annual Re-organization Meeting of December 10, 2018, which motion was seconded by **Commissioner Fiedorczyk**. Upon roll call the motion was as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>	<u>ABSENT</u>
Bitondo			Durkin
Fiedorczyk			Vrahnos
Leonardo			
Nannery			

**APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF December 10, 2018**

**Commissioner Leonardo** moved to approve the Minutes of the Regular Meeting of December 10, 2018, 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			Durkin
Fiedorczyk			Vrahnos
Leonardo			
Nannery			

**BILLS -January, 2019**

Commissioner Bitondo moved to approve the bills list for January, 2019; which motion was seconded by Commissioner Leonardo. All were in favor of the motion.

**COMMUNICATIONS** - None

**REPORT OF COMMITTEES** - NONE

FINANCE/BANK BALANCES

**ADMINISTRATIVE REPORT**

Executive Director Rummerfield advised that RFP's had gone out for the 2<sup>nd</sup> time for boiler maintenance. The opening is scheduled for 2/20/19.

He further advised that there are RFP's out for gas & electric. The opening is scheduled for 2/20/19.

Mr. Rummerfield asked for a motion for another 30-day extension for shared service agreement between Newton Housing Authority & Phillipsburg Housing Authority. A motion was made by Commissioner Bitondo & seconded by Commissioner Nannery. All were in favor of the motion.

Mr. Rummerfield updated everyone on the Cleaning Service – Accses NJ for newton using Arc of Sussex County \$852.66 for two days and \$1,142 for three days. Will start with two days only, Monday and Thursday and see how it goes.

A Motion was made by Commissioner Bitondo, which was seconded by Commissioner Nannery. All were in favor of the motion

Commissioner Bitondo asked whose cost is this. Executive Director Rummerfield advised that it is Phillipsburg's since Newton is paying us. Asked about insurance and Paul let them know that they will provide a certificate. Does PHA need a rider on their insurance? Mr. Rummerfield doesn't think so but will ask.

Executive Director Rummerfield talked about the heat and that it is now under control since Tim/John have a better understanding of the system.

He further advised that the Right to Know survey will be completed by RAMM.

Mr. Rummerfield talked about RAD and RFP's in the Herald for Architect/Engineer, Financial Advisor & Attorney. He advised that they are due on Feb 26<sup>th</sup>, 2019.

**NEW BUSINESS:**

**RESOLUTION: 2019-1 Adoption of Annual and Capital Budget for Fiscal Year beginning January 1, 2019 and ending December 31, 2019**

**WHEREAS**, the Annual Budget and Capital Budget for the *Housing Authority of the Town of Newton* for the Fiscal Year beginning January 1, 2019 and ending December 31, 2019 has been presented for Adoption before the Commissioners of the Housing Authority, at its open public meeting of November 5, 2018; and;

**WHEREAS**, the Annual Budget and Capital Budget as presented for Adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and Approved Budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

**WHEREAS**, the Annual Budget as presented for Adoption reflects Total Revenues of \$ 630,650.00 ; Total Appropriations, including any Accumulated Deficit, if any, of \$ 580,864.00 and Total Fund Balance utilized of \$0;

**WHEREAS**, the Capital Budget as presented for Adoption reflects Total Capital Appropriations of \$85,000 and Total Fund Balance planned to be utilized as funding thereof, of \$0; and

**NOW THEREFORE BE IT RESOLVED**, by the Board of Commissioners of the Housing Authority of the Town of Newton, at an open public meeting held on November 1, 2018; the Annual Budget and the Capital Budget/Program of the Housing Authority for the Fiscal Year beginning 1/1/2019 and ending 12/31/2019; hereby Adopted and shall constitute appropriations for the purposes stated; and

**BE IT FURTHER RESOLVED**, that the Annual Budget and Capital Budget/Program as presented for Adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and Approved Budget, including all amendments thereto, if any, which have been approved by the Director of Local Government Services.

**Commissioner Nannery** moved to adopt Resolution #: **2019-1**, which motion was seconded by **Commissioner Leonardo**. All were in favor of this resolution.

**RESOLUTION#: 2019-2- Approval of Flat Rent Significant Amendment**

**WHEREAS**, *Housing Authority of the Town of Newton Board of Commissioners* hereby amends its flat rent policies to comply with the statutory changes contained within, Public Law 113-76, the Fiscal Year 2014 Appropriation Act.

**WHEREAS**, *Housing Authority of the Town of Newton Board of Commissioners* will set the flat rental amount for each public housing unit that complies with the requirement that all flat rents be set at no less than 80 percent of the applicable Fair Market Rent (FMR) adjusted, if necessary, to account for reasonable utilities costs. The new flat rental amount will apply to all new program admissions effective February 1, 2019. For current program participants that pay the flat rental amount, the new flat rental amount will be offered, as well as the income-based rental amount, at the next annual rental option.

**NOW THEREFORE BE IT RESOLVED**, *Housing Authority of the Town of Newton Board of Commissioners* will place a cap on any increase in a family's rental payment that exceeds 35 percent, and is a result of changes to the flat rental amount as follows:

- Multiply the existing flat rental payment by 1.35 and compare that to the updated flat rental amount;
- The PHA will present two rent options to the family as follows:
  - The lower of the product of the calculation and the updated flat rental amount; and
  - The income-based rent.

**Commissioner Leonardo** moved to adopt Resolution #: **2019-2**, which motion was seconded by **Commissioner Fiedorczyk**. All were in favor of this resolution.

**RESOLUTION#: 2019-3- Approval to Award of Contract for Generator Repair & Maintenance Services**

**WHEREAS**, the *Board of Commissioners of the Housing Authority of the Town of Newton* has solicited proposals from interested generator maintenance and repair companies; and

**WHEREAS**, one proposal was obtained for generator repair and maintenance services; and

**WHEREAS**, the Board determined that the work performed by EM Electric has been satisfactory in the past;

**THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the Housing Authority of the Town of Newton awards a contract to EM Electrical Contractors, LLC, 80 Merriam Avenue, Newton, NJ 07860 in the amount of \$740, with non-emergency calls at a rate of \$110 per hour and emergency service visits at a rate of \$225 per hour.

**Commissioner Bitondo** moved to adopt Resolution #: **2019-3**, which motion was seconded by **Commissioner Nannery**. All were in favor of this resolution.

**PUBLIC COMMENT:**

2T - drainage / back up happens now & then
4S - What's going on with HUD? Will RAD still be part of it
3D - Will Liberty Towers still be a senior building?
4J - Thank you for fixing light in kitchen
5G - garbage issue with the chutes?
5M - asked about empty units
5K - issue with 5W and leaking
4W - AC all year and what are the charges? What is the excess utility charge of \$15
5K - wants lighting and cameras to all be working to help watch for suspicious people outside and coming into building. Said police don't come
4G - said building is safe and when she called police they came
5N - can we paint apartment for her? Lead to more discussion
3N - no issues at all, happy

**EXECUTIVE SESSION**

**Commissioner Bitondo** moved to enter Executive Session which motion was seconded by **Commissioner Nannery** at **7:05PM**. Upon roll call the motion was unanimous.

Commissioner Nannery asked to be excused at 7:30PM.

**Commissioner Bitondo** moved to exit Executive Session and return to Regular Session, which motion was seconded by **Commissioner Leonardo** at **7:51 PM**. Upon roll call the motion was unanimous.

**ADJOURNMENT**

There being no further business to come before this Authority, ***Commissioner Fiedorczyk*** moved at the call of ***Chairperson Fiedorczyk***, the meeting be adjourned, which motion was seconded by ***Commissioner Leonardo***. Upon roll call the motion was unanimous. The meeting was adjourned at **7:53** PM, February 11, 2019.

---

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

---

**MARIA FIEDORCZYK**  
Chairperson