

**MINUTES OF THE MARCH 9, 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 **MARCH 9, 2020 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 *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.

****Paul Rummerfield swore in new resident commissioner, Joyce Franklin, who then was seated with the rest of the Newton HA Board****

The following Commissioner were excused: _____N/A_____

There were 15 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.

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF FEBRUARY 10, 2020

Commissioner Turdo moved to approve the Minutes of the Regular Meeting of February 10, 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			

APPROVAL OF THE MINUTES OF THE EXECUTIVE SESSION OF FEBRUARY 10, 2020

Commissioner Nannery moved to approve the Minutes of the Executive Session of February 10, 2020; 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			
Fiedorczyk			
Turdo			
Nannery			
Franklin			

ADMINISTRATIVE REPORT

Landscaping advertised March 9th, due March 26th
Air conditioning - no charge for install / 20% discount if paid in full by April 30th, Commissioner Bitondo made a motion to approve continuing no charge for install and the 20% discount with Commissioner Fiedorczyk seconding the motion and all in favor. KJD to get info to tenants about these.
Plaque for past tenant commissioners - perpetual plaque thought to be best idea
Commissioners wanted to do a special plaque for "Henry Carr" who was on the Board for 40 years
Commissioner Fiedorczyk asked to get info on the Corona Virus to the residents. KJD to send up materials.

NEW BUSINESS – COMMISSIONER BITONDO WOULD LIKE TO HAVE AN RFP READY TO SEND OUT IN CASE PHILLIPSBURG HA BOARD DOES NOT CONTINUE WITH A SHARED SERVICE WITH THE NEWTON HA. DOES NOT WANT TO BE IN THE SAME POSITION THEY WERE TWO YEARS AGO. ALL AGREED THIS WAS A GOOD IDEA TO DO AND BE PREPARED JUST IN CASE.

RESOLUTIONS –

RESOLUTION: 2020-4 Approval to Purchase Natural Gas from "Woodruff Energy"

BE IT RESOLVED, the Board of Commissioners of the *Housing Authority of the Town of Newton* hereby awards the Bid for the Purchase of Natural Gas to "*Woodruff Energy*" at the fixed term rate of 0.383 per therm from 4/1/2020 to 3/31/2021.

Commissioner Nannery moved to adopt Resolution #: 2020-4, which motion was seconded by *Commissioner Turdo*. All were in favor of this resolution.

RESOLUTION#: 2020-5 Approval to Purchase Electricity from "Hudson Energy"

BE IT RESOLVED, *Housing Authority of the Town of Newton Board of Commissioners* hereby awards the Bid for the Purchase of Electricity to "Hudson Energy" at a fixed rate of 0.08330 per kwh from 4/1/2020 to 3/31/2021.

Commissioner Turdo moved to adopt Resolution #: 2020-5, which motion was seconded by *Commissioner Nannery*. All were in favor of this resolution.

RESOLUTION #: 2020-6 Approval of Boiler and Heating Maintenance Services to "Magic Touch Construction"

WHEREAS, *the Housing Authority of the Town of Newton* has advertised for Bids for Boiler and Heating Maintenance Services for all developments.

WHEREAS, the following bids were received:
Magic Touch Construction
McCloskey Mechanical
Mechanical Preservation Associates
Air 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 bids, hereby awards the Boiler & Heating Maintenance Services to "Magic Touch Construction" at the standard rate of \$96.60 for a mechanic, weekend rate of \$144.90, holiday rate of \$193.20 and overtime rate of \$144.90 with a 10% markup for parts.

Commissioner Fiedorczyk moved to adopt Resolution #: 2020-6, which motion was seconded by *Commissioner Bitondo*. All were in favor of this resolution.

RESOLUTION: 2020-7 Approval of Insurance Contract to Selective Insurance through the broker for Phoenix Insurance, Inc.

BE IT RESOLVED, the Board of Commissioners of the *Housing Authority of the Town of Newton* hereby awards the Bid for the Contract for Insurance to "Selective Insurance." for all Property, Casualty, Liability and Worker's Compensation Insurance from 3/14/2020 to 3/14/2021 at an annual cost of \$39,389.00.

Commissioner Bitondo moved to adopt Resolution #: 2020-7, which motion was seconded by *Commissioner Turdo*. All were in favor of this resolution

PUBLIC COMMENT

2U Joan Casterlin - tenants receiving unwanted mail
4J Celeste Predmore - senior shuttle told residents if sick to stay home
5N Anne Wills - asked about painting apartments again

EXECUTIVE SESSION

Commissioner Bitondo moved to enter Executive Session which motion was seconded by *Commissioner Nannery* at **6:19 PM**. All in favor.

Shared service
RAD / Streamlined Conversion
Painting of units - Paul & KJD to come up with language
Yearly Inspection - KJD to schedule
5 year plan - waiting on HUD approval
Dead bolt locks & fire drills

Commissioner Fiedorczyk moved to exit Executive Session and return to Regular Session, which motion was seconded by Commissioner Nannery at 7:13 PM.

RESOLUTION: 2020-8 APPROVAL BY THE COMMISSIONERS OF THE NEWTON HOUSING AUTHORITY INITIATING DISCUSSIONS TO ENTER INTO A SHARED SERVICES AGREEMENT

WHEREAS, the Board of Commissioners of the Newton Housing Authority are desirous of converting to Section 8 from Section 9 utilizing the HUD Streamlined Voluntary Conversion process, and;

WHEREAS, in order for a Section 9 only Authority to convert to Section 8, a shared services to administer vouchers is needed with another PHA, and;

WHEREAS, the Passaic County Public Housing Agency has stated an interest in administering the vouchers for Newton through a shared services agreement.

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Newton Housing Authority authorizing the Interim Executive Director to initiate negotiations with the Passaic County Public Housing Agency to administer Housing Choice Vouchers through a shared services agreement.

Commissioner Bitondo moved to adopt Resolution #: 2020-8, which motion was seconded by Commissioner Turdo. All were in favor of this resolution

****verbal authorization for Paul Rummerfield to meet prior to April meeting and to begin addressing landscaping updates with the low bidder****

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 Turdo. Upon roll call the motion was unanimous. The meeting was adjourned at 7:19 PM, March 9, 2020.

W. PAUL RUMMERFIELD
Executive Director/Secretary-Treasurer

MARIA FIEDORCZYK
Chairperson