

STATE OF NEW JERSEY
NEWTON HOUSING AUTHORITY
32 Liberty Street
Newton, New Jersey 07960

October 18, 2021

(This is a condensed version of taped minutes of the Regularly Scheduled Monthly Meeting of the Newton Housing Authority Commencing at 5:06 P.M.)

ROLL CALL:

Present: Vice-Chairman Richard Bitondo
Commissioner William Nannery
Commissioner Karen Crossley
Commissioner Wendy Vandermaas
Commissioner Mary Ann Carlson

Excused: Executive Director William Snyder
Chairperson Maria Fiedorczyk
Commissioner Rick Turdo

Also Present:
Deborah Alvarez, Secretary/Transcriber

OPEN PUBLIC MEETINGS ACT

The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice of and to attend the meeting of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Newton Housing Authority has caused notice of this meeting to be advertised by having the date, time, and place posted on the Newton Housing Authority Website.

In light of the Governor's issuance of Executive Order 107, we have been strongly encouraged to conduct all public meetings subject to the Open Public Meetings Act exclusively using communications equipment (e.g., telephonic conference call-in connections, internet streaming, etc.) for the foreseeable future without providing a physical meeting place. All members of the public may access the meeting (either video or telephone) via "Zoom".

(Newly appointed by Township of Newton officials Commissioner Mary Ann Carlson will be sworn in by Executive Director Snyder at November's meeting.)

APPROVAL OF MINUTES OF REGULAR MEETING – September 13, 2021

Motion to approve minutes made by Commissioner Crossley; 2nd by Commissioner Vandermaas.

VOTE: AYES/All Present Commissioners (5)

EXECUTIVE DIRECTOR'S REPORT & DISCUSSION

Vice-Chairman Bitondo read from ED Snyder's notes: approval of Annual Plan for submission to HUD; seeking RFPs for fee accounting, financial auditing, snow removal and landscaping/lawn maintenance and elevator service. Not quite correct in Commissioners' packets and tweaks needed on website – title issues and re: snow removal proposal, evaluation sheet looks more like landscaping evaluation sheet. VC Bitondo hoping those RFPs for snow removal will not hold up approval at November meeting. RFPs due November 10th, and acted upon at November meeting.

RFP for tree trimming will go out in November; washers and dryers were cleaned behind them; beauty salon still in need of customers; A/C units have been removed from most units as per residents' requests; heat has been activated in the building.

There were no comments or questions in regards to ED Snyder's report. VC Bitondo will follow-up with getting RFP titles cleaned up, hopefully, before submissions. NHA is under contract with landscaper, who does snow removal, if needed for treatment of ice, assuming landscaper is ready. Joan added landscaper is hard to contact and not very good.

OLD BUSINESS – nothing at this time

NEW BUSINESS

Pending are the 5 RFPs that have gone out and will be acted upon at November's meeting. They are on NHA website and advertised in The Record and usually sent out to key vendors in North Jersey area. VC Bitondo will speak to ED Snyder to verify that they are not just on NHA website. If anyone knows someone in snow removal, please direct them to our website.

APPROVAL OF BILL LIST – September 2021

1. RESOLUTION #2021-19 – APPROVAL OF BILL LIST FOR OCTOBER 2021 MEETING

WHEREAS, IN THE COURSE OF ADMINISTERING THE OPERATIONS OF THE Newton Housing Authority expenses are incurred and

WHEREAS, it is necessary to pay invoices monthly after being presented to the Board of Commissioners; NOW THEREFORE
BE IT RESOLVED by the Board of Commissioners of the Newton Housing Authority as follows:

1. That the attached list of bills for October 2021 meeting in the amount of \$29,826.78 be approved for payment.
2. That the proper officers of the Authority be authorized to pay all items on the list of invoices.
3. That this Resolution shall take effect immediately.

Motion to approve payment of bills made by Commissioner Crossley; 2nd by Commissioner Nannery.

ROLL CALL: Commissioner Nannery Yes
 Commissioner Vandermaas Yes
 Commissioner Crossley Yes
 Commissioner Carlson Yes
 Vice-Chairman Bitondo Yes
Excused: Fiedorczyk/Turdo

2. RESOLUTION #2021-20 – APPROVAL OF 2022 HUD ANNUAL PLAN

WHEREAS, the Newton housing Authority is funded by the U.S. Department of Housing & Urban Development; and
WHEREAS, the Quality Housing & Work Responsibility Act of 1998 (QHWRA) requires every Housing Authority to submit a five-year and annual plan to HUD; and

WHEREAS, the Newton Housing Authority Annual Plan must be submitted in October of each year for review and approval by HUD; NOW THEREFORE
BE IT RESOLVED by the Board of Commissioners of the Newton Housing Authority that the 2022 Annual Plan is hereby approved.

Motion to approve HUD Annual Plan made by Commissioner Crossley; 2nd by Commissioner Vandermaas.

ROLL CALL: Commissioner Nannery Yes
 Commissioner Vandermaas Yes
 Commissioner Crossley Yes
 Commissioner Carlson Yes
 Vice-Chairman Bitondo Yes
Excused: Fiedorczyk/Turdo

PUBLIC COMMENTS

KATHLEEN – 2L – Asked about absence of Chairperson Fiedorczyk.

PHYLLIS – 5M – Asked about table at front lobby; ED Snyder had it removed. It was s where delivered packages were kept. Now they are left at unlocked lanai and anyone can enter lanai and take packages. VC Bitondo said a place to keep packages left by USPS, FedEx, Amazon is needed. Delivery can get in front of lanai and where bells are, but too small for some of bigger boxes. VC Bitondo asked: if they don't have access to main building, how are packages secured? Phyllis: They have access to ring bell, if someone lets them in. If they don't have access, they just leave them on the floor.

DEBORAH KING – 2S – Some new UPS men do have keys to get in; do leave boxes, but not all carriers have keys or fobs. Karen is down here until 8:00 P.M. VC Bitondo asked why they have keys for building. Commissioner Vandermaas asked if there were cameras in front area. Joan said yes, there is a camera, but monitor not up yet. Commissioner Crossley suggested NHA get a "Ring" for \$60 a year. There are security issues if someone has a fob.

PHYLLIS – 5M – Noted all residents are seniors; all doors open out and it is difficult to hold door open, get cart in, push over doorstep and keep door from knocking you. Is there something that could be installed to keep door open longer? VC Bitondo: For safety reasons, doors must open out. Commissioner Vandermaas: Unload groceries at lanai, perhaps. Phyllis: Many park in back and residents would have to walk around building to get in that door.

Discussion about receiving packages at lanai, why not groceries? Car could be left at front with flashers on while groceries are taken to apartment. Concern with door stoppers is door would then be left open and security issues. Tenants said leaving car out front not allowed. Fob can be used in front, but not on side door near Community Room. Why not have one grocery bag hold door open while you put rest of groceries in?

CELESTE – 4J – Thank you for what has been done, even though some residents don't thank you. Sadie moved all washers and dryers herself so she could get in back of them to clean.

Commissioner Nannery: He heard today in office that Service Electric's cable was down again. He'd like NHA to look at Planet Networks and has spoken with them about his home, asking what makes their service go down. They claim nothing will in regards to weather; only if someone hits a telephone poll, which sounds more reliable than what NHA has, especially in regards to phone system to be able to use internet. NHA should look into prices and see if they could do it, just hooking into office here.

Discussion: Right now Service Electric is paid for phones? Phone service is over internet. It will cost Commissioner Nannery \$9 more for better service. They will come in November and run line to his home; after that have an install man do work from box into house. They come inside house. Right now working in Sparta. If this was brought

into the office, would NHA extend some kind of discount to residents? Maybe even have internet in Community Room, which NHA would pay for. Perhaps WIFI for Commissioners' meeting. Commissioner Vandermaas knows Robert Boyles, owner, and will speak with him personally. Have someone speak directly with ED Snyder. Some tenants already want to switch to Planet Networks, as cable TV is so expensive.

Commissioner Vandermaas asked tenants how many have cable TV and how many cable TV and internet? 6 have cable TV. Some have only cable for internet purposes. Commissioner Crossley: If internet was affordable along with cable, as there are options – just have internet and you'd have TV with internet; streaming, etc. She would be happy to show people here on TV in Community Room. You're replacing cable, getting everything you have on cable plus 200 channels; using internet to get TV – not only have TV but laptop or PC computer – knowing it is scary to seniors and taught her 90 year old mother to do it. You will have everything you have on cable plus. Amazon not needed.

KATHLEEN – 2L – Office wants to take up collection to pay for new tote boxes in mail room, as Karen said they're dirty. There was a note on wall that collection would be taken up to purchase new totes in mail room, where tenants are not allowed. Barbara put new tablecloths on tables last week; Karen removed because they were old. VC Bitondo requested Kathleen speak with ED Snyder next Wednesday and voice her concern to him. Noted: Barbara put note on wall regarding totes. VC Bitondo: It is not Commissioners' role to get involved in daily operation of building. When concerned about daily operational pieces of what's going on, speak to ED Snyder.

Someone will speak with Barbara about it, as there is no reason for tenants have to pay for plastic bins. Take it out of Tenant Association money if she wants it for tenants. That's what dues are for, for tenants to have stuff need in building. Wal-Mart has them for \$12/each depending on size. No reason for anyone to lay out money for that. Commissioner Crossley: Bring up at Association meeting.

Commissioner Crossley: Have office make signs regarding Commissioners' meeting with big lettering, place in elevators, on office door and bulletin board. She makes big posters for township events and puts in hall. Container issues are for Association meeting.

Someone added many new people in building that do not know about these meetings or Association meeting.

ADJOURNMENT

Motion to adjourn meeting made by Commissioner Nannery; 2nd by Commissioner Crossley.

VOTE: AYES/All Present Commissioners (5)

Excused: Fiedorczyk/Turdo

Respectfully submitted,

Deborah L. Alvarez
Secretary/Transcriber