

HOUSING AUTHORITY *of the* TOWN OF NEWTON

32 LIBERTY STREET, NEWTON, NEW JERSEY 07860

Telephone: (973) 383-5191, Press 2 • Fax: (973) 383-1181

February 23, 2022

IMPORTANT NOTICE

TO: All Residents of Liberty Towers

From: William F. Snyder, Executive Director

Re: Smoke-Free Policy

Please be advised that the Newton Housing Authority has updated the Smoke-Free Policy to better comply with the HUD (US Department of Housing and Urban Development) Smoke-Free Public Housing & Multifamily Properties ruling, which came into effect in July 2018, and with current best practices to mitigate health hazards. The policy prohibits smoking inside the building, including common areas, corridors, and stairwells or elevators. It also prohibits smoking within 25 feet of the building and its' entrances.

Liberty Towers- a property of Newton Housing Authority aims to provide a healthy environment for all residents. Liberty Towers does not require smoking residents to quit, only to comply with the smoke-free policy and has created an enforcement model aimed to aid residents in their compliance. Guidance on where to receive free smoking reduction and cessation materials and aid are available for all residents upon request at any time.

Violations of the smoke-free policy will be dealt with using the graduated enforcement structure below:

1. The first violation shall result in a verbal warning and reminder of the smoke-free policy. A signature from the resident shall be required to verify that they have received and understood this warning and reminder.
2. The second violation shall result in a written warning and provision of smoking cessation resources and materials. A signature from the resident shall be required to verify that they have received and understood this warning, reminder, and cessation material.
3. The third violation shall result in a written warning and provision of smoking cessation resources and materials. The third violation will also result in a fine with the alternative option to remedy by attending a free smoking cessation class. Should the resident choose and complete the smoking cessation course, they will not be fined.

- a. The fine shall be \$50.00.
 - b. Should the resident choose to attend the smoking cessation course, Newton Housing Authority staff will direct the resident to an appropriate course and will require proof of completion from the institution which has provided it. Newton Housing Authority does not require that you quit smoking, only that you attend the cessation course and follow the no-smoking policy.
4. The fourth violation may result in a notice to vacate with the option to remedy by attending a free smoking cessation class. Cessation resources will be provided.
 - a. Should the resident choose to attend the smoking cessation course, Newton Housing Authority staff will direct the resident to an appropriate course and will require proof of completion from the institution which has provided it. Newton Housing Authority does not require that you quit smoking, only that you attend the cessation course and follow the no-smoking policy.
 5. The fifth violation may result in a 10-day notice to vacate without the option to remedy.

Please follow the No Smoking Addendum found in your lease and refrain from smoking anywhere in the building or on the property outside of the designated smoking area.
Thank you in advance for your cooperation in this matter.