

NEWTON HOUSING AUTHORITY

AGENDA

Date: Monday, August 29th, 2022

Time: 5:00 PM

Location: 32 Liberty Street, Newton, NJ

1. CALL TO ORDER

2. ROLL CALL

		Term of Office
Chairperson:	Maria Fiedorczyk	5/1/20-4/30-25
Vice-Chairman:	Richard Bitondo	11/1/17-10/31/22
Commissioners:	Mary Ann Carlson	5/1/19-4/30/24
	Wendy Vandermaas	5/1/18-4/30/23
	Karen Crossley	5/1/22-4/40/27
	Joseph Ricciardo	5/1/19-4/30/24

3. ANNOUNCEMENT OF OPEN MEETINGS ACT

Adequate notice of this meeting has been provided by the filing of an Annual Meeting Notice with Municipal Clerk, posting on the official bulletin board and delivery of same to the Herald News and Star Ledger on December 14th, 2021. 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 meetings 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.

Members of the public are welcomed and encouraged by the Newton Housing Authority to comment during the "Public Comments" portions of the meeting. There will be two (2) "Public Comments" sections of the meeting. Residents can address the Board of Commissioners on agenda items during the "Public Comment-Agenda items" portion of the meeting and general subjects of interest during the "Public Comments-General Items" portion of the meeting (for items not on the agenda segment of the meeting). All questions and comments from the public will be directed to the Chairperson. When addressing the Board of Commissioners, please give your name and address.

4. PUBLIC COMMENTS-Agenda Items

5. APPROVAL OF THE MINUTES:

- a. June 13th, 2022

6. ADMINISTRATIVE REPORT

Executive Director's Report & Discussion

7. OLD BUSINESS

8. PUBLIC COMMENTS-Agenda Items

9. NEW BUSINESS

10. RESOLUTIONS

RESOLUTION #2022-27, Approval of Bill List for the August 2022 Meeting

WHEREAS, while 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 July 2022 meeting in the amount of \$57,957.25 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.

RESOLUTION #2022-28, Approval of Bill List for the August 2022 Meeting

WHEREAS, while 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:

2. That the attached list of bills for August 2022 meeting in the amount of \$64,660.64 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.

RESOLUTION #2022-29, Contract Award Epoxy Flooring

WHEREAS, the Newton Housing Authority has a need to epoxy the flooring in the boiler room & maintenance room at Liberty Towers, 32 Liberty Street, Newton, New Jersey; and

WHEREAS, the Housing Authority's Procurement Policy requires that the Authority obtain bids & proposals for all goods & services; and

WHEREAS, the Housing Authority issued a formal Request for Proposals that was duly published in the official newspaper of general circulation; and

WHEREAS, the Housing Authority received one (1) proposal, on 7/20/22, in response to its duly published Request for Proposals; and

WHEREAS, the Executive Director has reviewed the proposal and has determined that the contract should be awarded to the lowest responsible bidder; **NOW THEREFORE**

BE IT RESOLVED by the Board of Commissioners of the Newton Housing Authority that a contract for flooring epoxy be hereby awarded to the lowest responsible bidder:

Unicorn Building Services

100 River Road
Ridgefield Park, NJ 07657

In the amount of \$4,900.00

RESOLUTION #2022-30, Contract Water Conditioning Replacement

WHEREAS, the Newton Housing Authority has a need to replace the water conditioning System which is not functioning at Liberty Towers, 32 Liberty Street, Newton, New Jersey; and

WHEREAS, the Housing Authority's Procurement Policy requires that the Authority obtain bids & proposals for all goods & services; and

WHEREAS, the Housing Authority issued a formal Request for Proposals that was duly published in the official newspaper of general circulation; and

WHEREAS, the Housing Authority received two (1) proposal, on 7/20/22, in response to its duly published Request for Proposals; and

WHEREAS, the Executive Director has reviewed the proposal and has determined that the contract should be awarded to the lowest responsible bidder; NOW THEREFORE

BE IT RESOLVED by the Board of Commissioners of the Newton Housing Authority that a contract for water conditioning replacement be hereby awarded to the lowest responsible bidder:

Culligan
18 Northfield Avenue
West Orange, New Jersey 07871

In the amount of \$29,672.00

PUBLIC COMMENTS-General Items

11. EXECUTIVE SESSION (if necessary)

12. ADJOURNMENT

Attachments:

- a. Tabulations of Water conditioning system & Epoxy Flooring
- b. June 13 Meeting Minutes
- c. July Bill List
- d. August Bill List
- e. 6/24 Verizon Lease termination
- f. 6/28 NJNAHRO Scholarship Awards
- g. 7/6 Letter to Mayor regarding resident petition
- h. 7/6 Emergency Management Plan Timeline
- i. 7/8 Letter to OEM regarding Emergency Plan
- j. 7/19 Infrared Roof Analysis
- k. 7/27 Memo on Elevator Maintenance
- l. Picture of new gazebo
- m. 8/29 Special Meeting Notice