

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

October 17, 2022

(Condensed version of taped minutes of Regularly Scheduled Monthly Meeting
of Newton Housing Authority
Commencing at 5:14 P.M.)

ROLL CALL:

Present: Chairman Maria Fiedorczyk
Vice-Chairman Richard Bitondo
Commissioner Mary Ann Carlson
Commissioner Joe Ricciardo
Commissioner Wendy Vandermaas

Also Present:
Deborah Alvarez, Secretary/Transcriber

Excused: Executive Director William Snyder
Commissioner Karen Crossley

FLAG SALUTE

OPEN PUBLIC 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 New Jersey Herald & Star Ledger on December 14, 2021. The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have an advance notice of and to attend the meetings of public bodies at which any business affecting their interest 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 welcome and encouraged by the Newton Housing Authority to comment during the public comment portions of the meeting. There will be two public comment sections of the meeting. Residents can address the Board of Commissioners on Agenda items during the Public

Comments 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 provide your name and address.

PUBLIC COMMENTS – Agenda Items – Nothing at this time

APPROVAL OF MINUTES

1. September 12, 2022 Regular Meeting – Motion made by Commissioner Ricciardo; 2nd by Commissioner Carlson.

VOTE: AYES/All Present Commissioners (5)

Absent: Crossley

2. September 12, 2022 Executive Session – Motion made by Chairman Fiedorczyk; 2nd by Commissioner Vandermaas.

VOTE: AYES/All Present Commissioners (5)

Absent: Crossley

ADMINISTRATIVE REPORT – Vice-Chairman Bitondo

Vice-Chairman Bitondo read Executive Director Snyder's monthly report: REACT Inspection conducted on October 4th. Prior to and in preparation for it, all apartments were inspected; issues addressed. Common areas including File Room; storage of cleaning products – Mechanical Room inspected/painted and cleaned. Some deficiencies from 2019 inspection and Correction Action Plan submitted to HUD in preparation for REACT Inspection. One emergency repair required on day of inspection. As results are in, with absence of ED Snyder to access online report, Commissioners do not know results, although optimistic that NHA did fine.

Resident Association meeting on October 12th was held. NHA contract with Verizon for cell tower on roof terminated; cell tower not in use for years, but NHA was still collecting \$20,000/rent annually. Lease terminated – last Verizon check received; now waiting for Verizon to remove equipment from roof; making any repairs that are necessary from removal of equipment.

ED Snyder in process of making arrangements with Newton Fire Chief Jason Miller for a fire drill here at Liberty Towers. Re: Vacancies – there are 3 which are: 4V; 3H will become vacant and 3B currently vacant will have someone moving in soon. There were a few COVID or flu cases. ED Snyder composed flu/COVID memo hand delivered to all residents on September 30th. NHA is still

sanitizing and disinfecting 2 times/week with cleaning contractor. NHA recommending CDC guidelines be followed by all residents.

Sussex County Department of Health has locations where they will administer flu shots; however, Liberty Towers is not on their schedule. Walgreens must have 50 people signed up for them to come here. As of writing of this notice, there are only 25 signed up.

Many maintenance tasks completed prior to REACT Inspection. 2 major cosmetic improvements – new gazebo and new awning.

There are outstanding issues also: surveillance and security system needs replacement. We are in process of looking at that. There's a leak on porch that is a still mysterious creature and being investigated. Signage needs completion.

Automatic doors are to be considered for entry into Community Room. Drainage problem in back has yet to be rectified. Sgt. Teets is reviewing our Emergency Response Plan.

Termination has been filed with elevator contractor, Excel. We are monitoring their compliance with contract for whatever follow-up is necessary. Of course, they are disputing what NHA claiming in termination letter.

RAD – Rental Assistance Demonstration Program – first meeting held with residents; Physical Condition Assessment will be completed by NHA architect – HQW Architects and NHA requested assistance from HUD and Dept. of Community Affairs to obtain a Section 8 Contract Administrator.

Chairman Fiedorczyk noted NHA had their audit done for year ended December 31, 2021. All Commissioners received copy of audit. NHA ended with revenue of \$152,586, which is great. **FINDINGS:** None were noted. NHA running like a fine oiled machine – financially.

Vice-Chairman Bitondo noted Resolution #2022-29 (which is incorrect; changed to Resolution #2022-35) ANNUAL PLAN. Plan developed in 2019; expires in 2024; each year to be updated with anything new that has occurred in facility. Basically, only major new piece of plan was work to be done to convert to RAD Program, otherwise plan is pretty much intact from what it was in 2019. NHA to submit documentation to HUD for the update of 2019-2024 plan.

OLD BUSINESS

Vice-Chairman Bitondo: We need resolution for next month to designate smoking area outside; has been talked about; took action but Board needs to

VOTE: AYES/All Present Commissioners (5)

Absent: Crossley

PUBLIC COMMENT- General Items

ANN WILLS - #5N – Asked Commissioners to please attend Halloween Party on October 29th. Heat is terrible on the 2nd floor; perspires a lot. COMMISSIONER BITONDO: This will require a major capital project to be able to regulate temperatures in all the rooms. It is a binary system; all or none. It is old boiler system. ANN: People on 4-5th floors roasting; heat very bad.

LAURA - #5C – Just moved to 5C; pays for air to remain on. 80 degrees in apartment. Have they looked into what it would cost? Is there any way to shut radiators off? COMMISSIONER RICCIARDO: Since it's baseboard, there has to be a way to regulate – look for a valve. Has a heating company looked at it? It's part of review that architect is looking at to find a way to both get heating/cooling in same unit. Hard to believe that in all the years in construction, it's got have something to regulate it. Perhaps add a valve down at boiler would help. CHAIRMAN FIEDORCZYK: Please talk to ED Snyder about it. You're a bit more savvy.

LIZETTE HERNANDEZ – #3T – Apartment is way too hot. Smoke is entering her apartment also; someone nearby is smoking in their apartment.

DOREEN - #5B – Moved into her apartment at end of May. Her stove and oven have not worked properly. Maintenance man has attempted to fix it; he called manufacturer, that didn't work. He tested oven with a meter – temp way off. How can she get stove replaced? CHAIRMAN FIEDORCZYK: Ed will probably discuss with ED Snyder when he returns. I will let him know you brought it up again at the meeting; to please take a look at your stove. DOREEN: ED Snyder said if you can boil water, stove is working.

MARY – #3D - I lived 10 years on the 5th floor and my oven never worked. I never did get it. Some things can be easily done.

BRIAN - #5D – I've been in building 4 years. First 2 years, heat was unbearable; last year was terrific. This year it's terrible. I have windows open; fans on. If you put hands by heaters during day, it's low. After midnight it gets like an oven and 2:30 A.M. you're roasting and can't sleep. COMMISSIONER BITONDO: It will be reported to ED Snyder. Individually, Commissioners cannot do anything. It will probably be such a high cost, NHA won't be able to afford it until NHA converts to RAD and an overhaul of heating and ventilating system in this building. (Discussion ensued among many people regarding this subject.)

LAURA - #5C – Could radiators be closed?

MARY - #3D – Could air-conditioners be left in longer; her a/c not put in this year as she's on the north end.

COMMISSIONER BITONDO: It is a priority issue and will be discussed with ED Snyder. It is a difficult problem and not rectifiable with system now in the building.

ADJOURNMENT OF PUBLIC MEETING

Motion to adjourn made by Chairman Fiedorczyk; 2nd by Commissioner Carlson.

VOTE: AYES/All Present Commissioners (5)

Absent: Crossley

Respectfully submitted,

Deborah L. Alvarez
Secretary/Transcriber