

NEWTON HOUSING AUTHORITY

AGENDA

Regular Monthly Meeting

Date: Monday, January 23rd, 2023

Time: 5:15 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	5/1/22-4/30/27
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. Flag Salute

4. ANNOUCEMENT 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 New Jersey Herald and Star Ledger on December 28th, 2022. 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.

5. ANNUAL REORGANIZATION-Election of Officers

6. PUBLIC COMMENTS-Agenda Items

7. APPROVAL OF THE MINUTES:

6.1 December 19th, 2022, Meeting Minutes

8. ADMINISTRATIVE REPORT

7.1 Executive Director's Report & Discussion

9. OLD BUSINESS

10. NEW BUSINESS

11. RESOLUTIONS

RESOLUTION #2023-1, Approval of Bill List for the January 2023 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 January 2023 meeting in the amount of \$51,660.57 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 #2023-2, Approval of the Revised Emergency Response Plan

WHEREAS, the Newton Housing Authority manages a senior citizen high-rise property located at 32 Liberty Street, Newton, New Jersey ("Liberty Towers"); and

WHEREAS, the Housing Authority had previously adopted an Emergency Response Plan to help ensure that any potential building emergency has an efficient response to ensure that the residents are safe; and

WHEREAS, the Board of Commissioners had determined that it would like to update the Emergency response plan to be proactive in dealing with any potential building emergency; and

WHEREAS, the "draft" Emergency Response Plan has been submitted and approved by the Newton Office of Emergency Management; **NOW THEREFORE**

BE IT RESOLVED by the Board of Commissioners of the Newton Housing Authority that the attached revised Emergency Response Plan is hereby approved for implementation; and

BE IT FURTHER RESOLVED that the Executive Director is authorized to take all necessary actions to implement the plan effective immediately.

RESOLUTION #2023-3, Approval of Contract for CCTV System Installation

WHEREAS, the Newton Housing Authority has a need to replace the closed-circuit television system (CCTV) 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 Bids that was duly published in the official newspaper of general circulation; and

WHEREAS, the Housing Authority received six (6) bids, on 1/18/23, in response to its duly published Request for Bids; and

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

WHEREAS, the bids submitted by ABCode and NJ Solutions were not based upon prevailing wage rates as confirmed via contact with the vendors and noncompliant; **NOW THEREFORE**

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

GoGo Generators, LLC
37 Old Stirling Road
Warren, New Jersey 07059

In the amount of \$24,885.00; and

BE IT FURTHER RESOLVED that the Executive Director is authorized to execute a contract for replacement of the CCTV system with GoGo Generator and the bids submitted by ABCode and NJ Solutions are rejected for not complying with federal wage rate requirements.

RESOLUTION #2023-4, Approval of Capital Fund Program ACC

WHEREAS, the Newton Housing Authority owns and manages 80 units of senior housing (Liberty Towers) within the Town of Newton, New Jersey; and

WHEREAS, Liberty Towers is a public housing complex funded under Section 9 of the U.S. Housing Act of 1937; and

WHEREAS, Liberty Towers is eligible to received funding under the Public Housing Capital Fund Program; and

WHEREAS, the Newton Housing Authority is receiving \$136,080.00 in funding for the 2022 federal fiscal year; and

WHEREAS, the U.S. Department requires that the Housing Authority execute an amendment to the Housing Authority's Annual Contributions Contract (AVCC) to be eligible to drawdown the funds; **NOW THEREFORE**

BE IT RESOLVED by the Board of Commissioners of the Newton Housing Authority that the 2022 Capital Fund Program ACC amendment is hereby approved for execution; and

BE IT FURTHER RESOLVED that the Executive Director and Chairperson are authorized to execute the ACC amendment.

RESOLUTION #2023-5, Vacated Easements-280 Spring Street

WHEREAS, the Town of Newton was working with the Newton Housing Authority to develop housing at 280 Spring Street in the 1980s: and

WHEREAS, the Town of Newton and the Housing Authority abandoned plans to develop on this site due to a lack of adequate funding to complete the project; and

WHEREAS, during the planning stages of this development various utility easements were granted and placed in the name of the Newton Housing Authority; and

WHEREAS, this site was subsequently sold by the Town of Newton and developed for other purposes; and

WHEREAS, the property is currently owned by Thorlabs who has been developing the property and discovered the easements and requested that they be vacated;

WHEREAS, the Town of Newton is requesting that the Newton Housing Authority vacate the easements; **NOW THEREFORE**

BE IT RESOLVED by the Board of Commissioners of the Newton Housing Authority that the attached “Mutual Termination of Easements” be approved for execution; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized to execute the agreement and return it to the Newton Clerk for processing.

PUBLIC COMMENTS-General Items

12. EXECUTIVE SESSION (if necessary)

13. ADJOURNMENT

Attachments:

- 1) 12/19/22 Meeting Minutes**
- 2) January Bill List**
- 3) Emergency Procedures Manual**
- 4) Capital Fund ACC amendment**
- 5) RFP-PBV Contract Administrator**
- 6) Mutual Termination of Easements**
- 7) 2022 Executive Director Report**
- 8) 12/31/22 Financial Report**
- 9) CCTV Bid Tabulation**