

NEWTON HOUSING AUTHORITY
AGENDA
Regular Meeting

Date: Monday, February 26th, 2024

Time: 5:15 PM

Location: 32 Liberty Street, Newton, NJ

1. CALL TO ORDER

2. ROLL CALL

		Term of Office
Chairperson:	Vacant	
Vice-Chairman:	Richard Bitondo	5/1/22-4/30/27
Commissioners:	Mary Ann Carlson	5/1/19-4/30/24
	Wendy Vandermaas	5/1/23-4/30/28
	Karen Crossley	5/1/22-4/40/27
	Joseph Ricciardo	5/1/19-4/30/24

3. Flag Salute

4. ANNOUCEMENT OF 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 the New Jersey Herald and Star Ledger on December 6th, 2023. 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.

All members of the public should be cognizant of the rights and feelings of any individual they feel compelled to discuss at an open public meeting. General comments and statements should be made in a calm and civil manner. Comments that violate the rights of employees, residents or members of the public could be subject to a civil lawsuit for damages. The individual making such statements will be personally liable for any monetary damages resulting from their statements.

5. PUBLIC COMMENTS-Agenda Items

6. APPROVAL OF THE MINUTES:

6.1 1/22/24 Meeting Minutes

7. ADMINISTRATIVE REPORT

7.1 Executive Director's Report & Discussion

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8. RESOLUTIONS

**RESOLUTION #2024-7
(Approval of Bill List for February 2024 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 February 2024 meeting in the amount of \$73,796.71 be approved for payment.
2. That the proper officers of the Authority be authorized to pay for all items on the list of invoices.
3. That this Resolution shall take effect immediately.

**RESOLUTION #2024-8
(Contract Award-Exterminating)**

WHEREAS, the Newton Housing Authority has a need to provide insect and pest control services at Liberty Towers; and

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

WHEREAS, the Housing Authority issued a formal request for bids which were received on January 31st, 2024; and

WHEREAS, the Housing Authority received three (3) proposals on 1/31/24, in response to its duly published Request for Proposals; and

WHEREAS, the Executive Director has reviewed the three proposals received and is recommending awarding the contract to the lowest responsible bidder: NOW

THEREFORE

BE IT RESOLVED by the Board of Commissioners of the Newton Housing Authority that the contract for exterminating services be awarded to:

Nature Plus Pest Control
241 Grasmere Road
Staten Island, New York 10305
In the amount of \$349.00 per month

9. **EXECUTIVE SESSION (if necessary)**

10. **ADJOURNMENT**

Attachments:

- 1) **1/22/24 Meeting Minutes**
- 2) **February Bill List**
- 3) **Executive Director Report**
- 4) **Tabulation of Bids-Exterminator**
- 5) **12/31/23 Financial Statement Summary**
- 6) **Resident Incident Reporting**