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

JULY 15, 2024

(Condensed version of taped minutes of Special Scheduled Monthly Meeting of Newton Housing Authority
Commencing at 5:18 P.M.)

ROLL CALL

Present: Chairman Richard Bitondo
Vice-Chairman Karen Crossley
Commissioner Joe Ricciardo
Commissioner Wendy Vandermaas

Also Present:
Executive Director William F. Snyder
Joel Demeter, W2A Architects, Project Manager
Deborah Alvarez, Secretary/Transcriber

Excused: Commissioner Mary Ann Carlson
Commissioner Mark Fiedorczyk

APPROVAL OF MAY 2024 MINUTES

Motion to approve June 2024 minutes made by Commissioner Crossley; 2nd by Commissioner Ricciardo.

VOTE: AYES/All Present Commissioners (4)

Excused: Carlson/Fiedorczyk

DISCUSSION

Discussion with ED Snyder, Mr. Demeter, Chairman Bitondo and other Commissioners regarding bids received for air-conditioning of apartments at Liberty Towers. Consideration of rebidding and revisiting where NHA is financially after the roof replacement is completed. There were not many questions asked of Mr. Demeter from prospective bidders. Bids received were \$1.2 million and \$2.4 million. NHA proposing to convert this property under HUD program; have to spend whatever reserve money that NHA has before converting, i.e., signed contract before switching programs. At this time HUD is reviewing certain documents. Contract award would probably be postponed until everything is resolved. Project proposals for bids do go out to multiple states. Mr. Demeter said his firm was receiving calls regarding the project, but not directly from contractors. ED Snyder: It is really a GC (general contractor) type

contract with most of it electrical work. Mr. Demeter had a mechanical contractor, but didn't want to do any electrical. One questioned about having to do the electric. Yes, it's a complete project.

ED Snyder: Other way to do it is installation work of RTAC units. Mr. Demeter thought his engineer would charge more money to separate the projects. Chairman Bitondo: Put on back burner until Streamline Conversion is completed. ED Snyder suggested action to state NHA reviewing bids and potentially rebidding it; notify contractors we're hoping for more interest or saving some more money.

Chairman Bitondo and Commissioner Crossley asked Mr. Demeter if it could be bid out as an electrical project or GC subcontracting out. Mr. Demeter didn't hear from any GCs on this project, mostly mechanical – one man was electrician and subbed out mechanical and other was a mechanical and subbed out electric. He added it is minimal GC work here – some walls to do, etc., patch up walls.

1. RESOLUTION #2024-?? – REVISED BIDDING DOCUMENT ALLOWING FOR BID WITHIN CONSTRAINTS OF BUDGET

WHEREAS, The Newton Housing Authority received public bids for installation of air-conditioning units in each apartment at Liberty Towers; and

WHEREAS, the Housing Authority received two (2) bids in response to its duly published Request for Bids; and

WHEREAS, the Housing Authority would like to revise the bidding documents to allow for a bid that is within the constraints of its budget and timed with the proposed Streamlined Voluntary Conversion Program (SVC); and

WHEREAS, The Housing Authority would also like to attract a larger pool of prospective bidders; NOW THEREFORE

BE IT RESOLVED by the Board of Commissioners of the Newton Housing Authority that the bids received for electrical and HVAC work be hereby rejected and the Architect authorized to revise the bidding documents and rebid this work; and

BE IT FURTHER RESOLVED the Executive Director, Chairman and Buildings & Grounds Committee are authorized to work with Architect to see if there is any way of revising the documents to reduce the cost and attract more bidders.

Motion to revise bidding, allow for bid within constraints of NHA budget and proposed Streamlined Voluntary Conversion Program made by Commissioner Ricciardo; 2nd by Commissioner Crossley.

VOTE: AYES/All Present Commissioners (4)

Excused: Carlson/Fiedorczyk

Mr. Demeter: Regarding roof fence – he would not put a chain link fence, especially on a brand new roof putting 70-75 new penetrations through a new membrane, which is

asking for water leaks. A roofer would not recommend it. Door is locked in stair tower, in theory no one can get out to roof without a key. ED Snyder: There is a panic button and alarm goes off. (Architect shared schematic of roof with Board and explained where fence might go just to protect where area to be serviced is located – indicating within 10 feet; do a tie-off (costing a few thousand dollars) to an anchor point). ED

Snyder: Put a gate here (indicating). Architect: Go right around this area (indicating) if you're going to do a weighted fence, not a penetrating fence, which doesn't have to be decided tonight. ED Snyder: Ask him for change order, which allows 20% on a change order. If price is too high, we could bid out separately at a later date. There are two resolutions #2024-17 to be looked at – one with fence included (Mac's Construction) and without fence included (Weathertite Solutions).

Mr. Demeter: TPO roof is another type of roof membrane used more in Southern United States, typically white roof used in warm areas; can be used up north, but more susceptible to cracking, pulling, shrinking, which will pull seams away, etc. One being considered is EPDM. Discussion about replacing roof and then adding fence at a later date with suggestion that one anchor point is put in on stair tower, which could be a Change Order. ED Snyder: Currently stanchions are all through the parapet. All stanchions will be taken off and then reroof the whole thing. Question is: do we go back and put the fence back and **repenetrate** the new roof. Not a good idea. Mr. Demeter indicated on schematic where new fence could be installed and mount it to side of building (indicating having edge of roof here, do this side of the building, screw it to the brick for maybe 10-20 feet close to this unit (indicating). Any additional work could be done under a Work Order.

Discussion regarding Building Code Inspector, permits needed, which would be attained by contractor and permit for fence.

2. RESOLUTION #2024-17 – ROOF REPLACEMENT CONTRACT AWARD

Revised Motion to approve roof replacement award without fence for \$372,000 to Weathertite Solutions, Port Murray, N.J. and **not accepting two alternates** made by Commissioner Crossley; 2nd by Commissioner Vandermaas.

VOTE: AYES/All Present Commissioners (4)

Excused: Carlson/Fiedorczyk

3. RESOLUTION #2024-16 – APPROVAL OF BILL LIST FOR JULY 2024 MEETING

Motion to approve bill list for July 2024 in amount of \$82,173.89 made by Commissioner Ricciardo; 2nd by Commissioner Crossley.

Chairman Bitondo stated he reviewed EXECUTECH's invoice; everything is in order.

VOTE: AYES/All Present Commissioners (4)

Excused: Carlson/Fiedorczyk

INFORMATIONAL – Commissioner Crossley

Commissioner Crossley: Everyone she spoke with in Newton is very interested and what is the date and approximate time. One thought is doing a **time capsule** – newspaper; printouts of what happened that year, etc., something for residents to get involved with. Town Historian to do 5 minute presentation; rededication of Liberty Towers through Town Council, Mayor, Manager, ribbon cutting. Date of September 11, 1974.

when CO was received. ED Snyder will have Karen look through old files, perhaps an original program and NHA minutes. Chairman Bitondo: Light refreshments, perhaps 3 speakers. Commissioner Vandermaas: Mary Schoonover, a NHA resident, said she helped her mother pick out what floor she wanted to live on and was one of the first residents.

Commissioner Crossley has created an antique-calligraphy type invite for either email, send and/or deliver for the celebration. **Tentative date is Tuesday, September 10, 2024.** Commissioner Crossley will reach out to town officials and see what time is good. ED Snyder suggested he and Commissioner Crossley put together an agenda in the next few weeks, cement it, and get back to everyone with time and date; perhaps 2:00 PM to 4:00 PM would be best. Chairman Bitondo: Let's look at the 10th, early to mid-afternoon and also decide on what we'll call this event: 50 YEAR CELEBRATION, 50TH ANNIVERSARY CELEBRATION, HALF-CENTURY CELEBRATION. Group Decision: **LIBERTY TOWERS REDEDICATION.**

ADJOURNMENT

Motion to adjourn Special Meeting to Closed Session Meeting made by Commissioner Crossley; 2nd by Commissioner Vandermaas.

VOTE: AYES/All Present Commissioners (4)

Excused: Carlson/Fiedorczyk

Respectfully submitted,

Deborah L. Alvarez