

NEWTON HOUSING AUTHORITY

AGENDA

Regular Meeting

Date: Monday, January 13, 2025

Time: 5:15 PM

Location: 32 Liberty Street, Newton, NJ

1. CALL TO ORDER

2. ROLL CALL

		Term of Office
Chairperson:	Richard Bitondo	5/1/24-4/30/29
Vice-Chairman:	Karen Crossley	5/1/22-4/30/27
Commissioners:	Mary Ann Carlson	5/1/24-4/30/29
	Mark Fiedorczyk	5/1/20-4/30/25
	Wendy Vandermaas	5/1/23-4/30/28
	Joseph Ricciardo	5/1/24-4/30/29

3. Flag Salute

4. ANNOUNCEMENT 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 10th, 2024. 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. ANNUAL REORGANIZATION (Election of Officers)

6. COMMITTEE REPORTS

5.1 Executive Director’s Reports & Discussion

7. PUBLIC COMMENTS-Agenda Items

8. APPROVAL OF THE MINUTES:

6.1 December 18th, 2024 Special Meeting

9. OLD BUSINESS

10. NEW BUSINESS

11. RESOLUTIONS

**RESOLUTION #2025-1
(Approval of Bill List for January 2025 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 2025 meeting in the amount of \$139,783.95 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 #2025-2
(Approval of Contract for Legal Services)**

WHEREAS, the Newton Housing Authority has a need for legal services to address normal business issues and a potential RAD conversion; 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 Proposals that was duly published in the official newspaper of general circulation; and

WHEREAS, the Housing Authority received one (1) proposal, on 12/18/24, in response to its duly published Request for Proposals; and

WHEREAS, the proposer has agreed to a contract based upon their hourly rate with no monthly retainer; and

WHEREAS, the Executive Director has reviewed the proposal and has determined that the contract should be awarded to this law firm based upon price and qualifications;
NOW THEREFORE

BE IT RESOLVED by the Board of Commissioners of the Newton Housing Authority that a contract for legal services be hereby awarded to the highest Rated proposal:

Breslin & Breslin
41 Main Street
Hackensack, New Jersey 07601
Amount \$12,000.00 Annually (\$1,000.00 Monthly)
Hourly amount of \$175.00 (Extraordinary Legal Services)

RESOLUTION #2025-3
(Approval of payment for New Roof)

WHEREAS, the Newton Housing Authority entered into a contract with Weathertite Solutions for the replacement of the roof at Liberty Towers, 32 Liberty Street, Newton, New Jersey; and

WHEREAS, the roof has been completed, inspected and approved for payment by the design architect; and

WHEREAS, the payment was subject to correction of damages to a wall, approval by the local building department, submission of the warranty agreement and approval by the project architect; and

WHEREAS, the contractor has submitted the warranty agreement, successfully completed all inspections and received approval from the architect to make final payment; and

WHEREAS, the final payment will be minus \$5,000.00 that is being withheld to repair the damaged wall until the wall is repaired; **NOW THEREFORE**

BE IT RESOLVED by the Board of Commissioners of the Newton Housing Authority that the payment to Weathertite Solutions, in the amount of \$95,410.00 is approved for payment;

BE IT FURTHER RESOLVED that the final payment of \$5,000.00 will be made the contractor upon satisfactory completion of the wall repairs.

12. **PUBLIC COMMENTS-General Items**
13. **EXECUTIVE SESSION (if necessary)**
14. **ADJOURNMENT**

Attachments:

- 1) **12/18/24 Meeting Minutes**
- 2) **January Bill List**
- 3) **Executive Director Report**
- 4) **Requisition for roof work**