

# NEWTON HOUSING AUTHORITY

## AGENDA

### Regular Meeting

**Date:** Monday, March 17, 2025

**Time:** 5:15 PM

**Location:** 32 Liberty Street, Newton, NJ

#### 1. CALL TO ORDER

#### 2. ROLL CALL

		<b>Term of Office</b>
<b>Chairperson:</b>	Richard Bitondo	5/1/24-4/30/29
<b>Vice-Chairman:</b>	Karen Crossley	5/1/22-4/30/27
<b>Commissioners:</b>	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. COMMITTEE REPORTS**

**5.1 Executive Director's Reports & Discussion**

**6. PUBLIC COMMENTS-Agenda Items**

**7. APPROVAL OF THE MINUTES:**

6.1 February 10th, 2025 Meeting

**8. OLD BUSINESS**

**9. NEW BUSINESS**

**10. RESOLUTIONS**

**RESOLUTION #2025-11  
(Approval of Bill List for March 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 March 2025 meeting in the amount of \$63,347.05 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 #2025-12**  
**(Approval of Contract for Special Legal Services)**

**WHEREAS**, the Newton Housing Authority has a need for special legal services to address the pending Rental Assistance Demonstration (RAD) Program 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 three (3) proposals, on 2/19/25, in response to its duly published Request for Proposals; and

**WHEREAS**, the Executive Director has reviewed and rated the 3 proposals and has determined that the contract should be awarded to the law firm with the highest rated score; NOW THEREFORE

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

Decotiis, Fitzpatrick, Gluck & Coles  
61 S. Paramus Road, Suite 250  
Paramus, NJ 07652

In the amount of \$225.00 per hour with an estimated not to exceed amount of \$55,000.00.

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

**Attachments:**

- 1) **2/10/25 Meeting Minutes**
- 2) **March Bill List**
- 3) **Report from the Executive Director**
- 4) **RFP HVAC/Plumbing Services**
- 5) **Memo on Legal Services Proposal**