

NEWTON HOUSING AUTHORITY

AGENDA

Regular Meeting

Date: Monday, June 9th, 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	5/1/25-4/30/30
	Wendy Vandermaas	5/1/23-4/30/28

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 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 damage resulting from their statements.

5. COMMITTEE REPORTS

5.1 Executive Director's Reports & Discussion

6. PUBLIC COMMENTS-Agenda Items

6.1 Annual Plan Hearing

7. APPROVAL OF THE MINUTES:

7.1 May 12, 2025, Meeting

8. OLD BUSINESS

9. NEW BUSINESS

10. RESOLUTIONS

The following Resolution was read:

**RESOLUTION #2025-22
(Approval of Bill List for June 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 June 2025 meeting in the amount of \$75,683.42 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.

The following Resolution be read:

RESOLUTION #2025-23
(Approval of the 2025 Annual Plan)

WHEREAS, the U. S. Department of Housing & Urban Development (HUD) requires that the Housing Authority submit and Annual & Five-year plan via electronic submission; and

WHEREAS, the Newton Housing Authority' Five Year plan was good until 2028 and was updated and submitted to HUD with the Annual Plan last year; and

WHEREAS, the plan template and related forms are dictated by HUD and prepared by the Housing Authority's Executive Director; and

WHEREAS, the Liberty Towers Resident Association & Resident Advisory Board (RAB) have been notified, in writing, that they have a right to submit comments concerning the Annual Plan & 5 Year Plans; NOW THEREFORE

BE IT RESOLVED by the Board of Commissioners of the Newton Housing Authority that the attached Annual Plan is approved for submission to HUD; and

BE IT FURTHER RESOLVED that the Chairperson and Executive Director are authorized to execute all forms and documents necessary to effectuate the submission of the Annual Plan.

The following Resolution was read:

RESOLUTION #2025-24
(Approval of the 2025 CFP Annual Contributions Contract)

WHEREAS, the U. S. Department of Housing & Urban Development (HUD) has awarded the Newton Housing Authority a Capital Frund Grant (CFP) for 2025 in the amount of \$148,414.00; and

WHEREAS, HUD requires that the Housing Authority execute an Annual Contributions Contract (ACC) accepting and acknowledging the 2025 CFP Grant; and

WHEREAS, the Executive Director has prepared all necessary documents for submission to HUD for acceptance and approval to receive these funds; NOW THEREFORE

BE IT RESOLVED by the Board of Commissioners of the Newton Housing Authority that the attached Annual Contributions Contract is acknowledged and accepted; and

BE IT FURTHER RESOLVED that the Chairperson and Executive Director are authorized to execute all forms and documents necessary to ensure receipt of the 2025 Capital Fund Grant in the amount of \$148,414.00.

RESOLUTION #2025-25
(Approval of contract for HVAC/PLUMBING work)

WHEREAS, the Newton Housing Authority (NHA) has advertised public bids for HVAC/Plumbing maintenance & repair in accordance with the New Jersey Local Public Contract Law; and

WHEREAS, the Newton Housing initially received 2 bids for HVAC/plumbing bids that were rejected for being over the budget; and

WHEREAS, The Board of Commissioners officially rejected the initial bids and authorized the Executive Director to rebid the contract at the April meeting of the board; and

WHEREAS, the NHA rebid the work and received 2 public bids on May 28th, 2025 which have been reviewed by the Executive Director; and

WHEREAS, the Executive Director is prepared to recommend that the contract be awarded to the vendor that submitted the lowest responsible bid; NOW THEREFORE

BE IT RESOLVED by the Board of Commissioners of the Newton Housing Authority that the contract for HVAC/plumbing be hereby awarded to:

TGM Electric
405 Warren Street
PO Box 687
Hackettstown, NJ 07840

In the following amounts:

\$108.00 Hourly
\$162.00 Overtime
\$76.00 Helper
\$114.00 Overtime-Helper

BE IT FURTHER RESOLVED that the Executive Director is authorized to execute a contract to effectuate these services with TGM Electric.

11. PUBLIC COMMENTS-General Items

12. EXECUTIVE SESSION (if necessary)

13. ADJOURNMENT

Attachments:

- 1) 5/12/25 Meeting Minutes**
- 2) June Bill List**
- 3) Report from the Executive Director**
- 4) Resident Advisory Meeting Agenda**
- 5) Bid Tabulation-HVAC/Plumbing**
- 6) Newton Resolution-Waiver of Late Fees**
- 7) J. Ricciardo Letter**
- 8) 2025 CFP-ACC**
- 9) 2025 CFP Budget**