

NEWTON HOUSING AUTHORITY  
32 LIBERTY STREET  
NEWTON, NEW JERSEY 07860

DECEMBER 8, 2025

(This is a condensed version of the  
Regular Scheduled Meeting of the  
Board of Commissioners)

Chairman Richard Bitondo called the meeting to order at 5:22 P.M.

ROLL CALL:

Present:	Chairman Rick Bitondo Commissioner Wendy Vandermaas Commissioner MaryAnn Carlson Commissioner Karen Crossley – via telephone
Also Present:	Executive Director William Snyder
Absent:	Commissioner Mark Fedorczyk

FLAG SALUTE

OPEN PUBLIC MEETINGS STATEMENT

Adequate notice of this meeting has been provided by the filing of an Annual Meeting Notice with the Municipal Clerk, posting on the official bulletin board and delivery of same to the New Jersey Herald & Star Ledger on December 10, 2024. The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advanced 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 the 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 Newton Housing Authority to comment during the public comments portions of the meeting. There will be two public comment sections of the meeting. Residents can address the Board of Commissioners on agenda items during the Public Comments Agenda portion of the meeting and general subjects of interest during the public comments General Items of the portion.

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 right or rights and feelings of any individuals they feel compelled to discuss at an open public meeting. General comments and statements

should be made in a common and civil manner. Comments that violate the rights of employees, residents and members of the public can be subject to a civil law suit for damages. The individual making such statements will be personally liable for any monetary damages resulting from their statements.

#### EXECUTIVE DIRECTOR WILLIAM SNYDER'S REPORT

There are 2 vacancies right now: 2T and 4G. One applicant has agreed to take the apartment; have certified her income and she will move in January 15, 2026. Painting and replacement of flooring is being done in the 2 apartments.

Air handler blowing cold air into corridors, we've contracted with WILCO to fix that. Unfortunately, one part is hard to get, takes a month and is being shipped.

Automatic door installation – we are waiting for bollards from door company. Electrician will have to install them and run wire to it.

Elevator – we only have one car. They won't approve final inspection until air-conditioning and heating is installed.

Rental Assistance Demonstration Program (RAD) – This Friday I have a call with the engineer as there is a slight problem with Capital Needs Assessment. I need to speak with him and get it adjusted. All documents have been submitted to HUD, ready for our Concept Call. After that we will submit financial documents, which will happen in 2026. We did our quick analysis of the financing. We should be able to finance \$6 million and put that into this building. \$1 million will go in reserve for Repair & Replacement for items to be repaired over the 20 year period.

Our activities here: Sussex Division of Health & Education for 2026 will schedule a date for Coffee With A Cop. Already scheduled starting in February Move & Groove classes. In May they will have Walk With Ease.

From Newton Recreation Department, there was a Senior Floral Arrangement Class in November, which was very well attended. They are going to be ornament decorating on December 15<sup>th</sup>. Between town and county we have a lot of interesting things going on.

Medicare enrollment was already done November 20<sup>th</sup> and December 3<sup>rd</sup> here in Community Room.

CHAIRMAN BITONDO: Two Resolutions this evening: \$68,152.63 bill list and other approval of annual meeting notice.

#### APPROVAL OF MINUTES FROM NOVEMBER 10, 2025

Motion to accept minutes from November 10, 2025 made by Commissioner Crossley; 2<sup>nd</sup> by Commissioner Vandermaas.

VOTE: AYES/All Present Commissioners (4)

Absent: Fiedorczyk

OLD BUSINESS – nothing at this time

NEW BUSINESS – Commissioner Crossley said senior luncheon was held and well attended by Liberty Tower residents, everyone had a great time and hopes to see more of our residents in attendance at the upcoming Town events. Chairman Bitondo thanked Commissioner Crossley for all she does for the Town of Newton and residents of Liberty Towers.

#### RESOLUTIONS #2025-50 – BILL LIST FOR DECEMBER 2025

Motion to approve payment of items on bill list made by Commissioner Carlson; 2<sup>nd</sup> by Commissioner Vandermaas.

(\$10,000 check to Current is being held until final inspection.)

VOTE: AYES/All Present Commissioners (4)

Absent: Fiedorczyk

#### RESOLUTION #2025-51 – ANNUAL MEETING NOTICE OF NEWTON HOUSING AUTHORITY FOR 2026

Motion to approve Annual Meeting Notice Resolution made by Commissioner Crossley; 2<sup>nd</sup> by Commissioner Carlson. (Correction in 3<sup>rd</sup> paragraph should be 2026. 4<sup>th</sup> paragraph should be 2026.)

VOTE: AYES/All Present Commissioners (4)

Absent: Fiedorczyk

#### PUBLIC COMMENTS

KATHLEEN: Is there ever going to be heat in the elevators? ED Snyder: No, no heat in the elevators. If heat is on in the lobby, it should help the elevators, as heat rises.

PHYLLIS - #5M – ED Snyder said elevators are going to have air-conditioning and heat? ED SNYDER: The elevator mechanical room where the equipment is by code has to have air-conditioning and heating, which is what is delaying getting the other car up and running, as car is finished. It is for the integrity of the equipment. We are waiting for an inspection.

CHAIRMAN BITONDO: The mechanical room requires air-conditioning and heating to ensure the integrity of the equipment. It can't be approved without having the mechanical room regulated with a/c and heat.

ED SNYDER: We checked two rooms over the week-end and they were 76 and 74. Boiler is functioning. I will have John check more rooms tomorrow as Commissioner Carlson said one resident just came home and she says it's cold. KATHLEEN: Why is it 64 degrees in the Community Room now? ED SNYDER: I had to get the key and I will be turning the heat on. Someone turned heat off; I'm turning it on.

ADJOURNMENT

Motion to adjourn made by Commissioner Crossley; 2<sup>nd</sup> by Commissioner Carlson.

VOTE: AYES/All Present Commissioners (4)

Absent: Fiedorczyk

Respectfully submitted,

Deborah L. Alvarez  
Secretary/Transcriber