

NEWTON HOUSING AUTHORITY
AGENDA
Regular Meeting

Date: Monday, April 13, 2026

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

Pursuant to the Open Public Meetings Act, Chapter 231, P.L. 1975 Adequate Notice as defined by Section 3D of Chapter 231, P.L. 1975, has been provided by the filing of an annual meeting notice. Such notice being submitted on December 3, 2025, from the Newton Housing Authority, located at 32 Liberty Street, Newton, New Jersey to the following: New Jersey Herald and Star Ledger. It is also posted on the Newton Housing Authority website and bulletin board maintained in the Newton Housing Authority Building for public announcements.

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.

At this time, please mute all electronic devices.

5. COMMITTEE REPORTS

5.1 Executive Director' s Reports & Discussion

6. PUBLIC COMMENTS–Agenda Items

7. APPROVAL OF THE MINUTES:

7.1 March 16, 2026, Meeting

8. OLD BUSINESS

9. NEW BUSINESS

10. RESOLUTIONS

**RESOLUTION #2026-4-1
(Approval of Bill List for April 2026 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 April 2026 meeting in the amount of \$59,182.25 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 #2026-4-2
(Authorization to Solicit Proposals for Part-Time Executive
Director/Management Services)**

WHEREAS, the Newton Housing Authority has need for Part-Time Executive Director/Management services to ensure the efficient operation of Liberty Towers; and

WHEREAS, the Housing Authority' s Procurement Policy requires that the Authority obtain bids & proposals for all goods & services; NOW THEREFORE

BE IT RESOLVED by the Board of Commissioners of the Newton Housing Authority that the Chairperson is authorized to prepare a Requests for Proposals (RFP) and solicit for proposals for Part-Time Executive Director/Management Services; and

BE IT FURTHER RESOLVED by the Board of Commissioners that the Chairperson is authorized to advertise for proposals, evaluate said proposals and recommend contract approval to the Board of Commissioners.

RESOLUTION #2026-4-3
(Approval of Community Room Usage Policy)

WHEREAS, the Newton Housing Authority maintains a Community Room for use by the residents of Liberty Towers; and

WHEREAS, the Newton Housing Authority does not have an existing Community Room Usage Policy governing the use of the Community Room; and

WHEREAS, on occasion, groups not directly affiliated with building residents or the Newton Housing Authority have requested to use the community room; and

WHEREAS, the Board of Commissioners would like to implement a policy that prescribes rules for individuals and groups requesting use of the Community Room and administered by the administrative staff; and

WHEREAS, the Executive Director has drafted a Community Room Usage Policy for review and approval by the Board of Commissioners; NOW THEREFORE

BE IT RESOLVED by the Board of Commissioners of the Newton Housing Authority that the attached Community Room Usage Policy be hereby adopted; and

BE IT FURTHER RESOLVED, that the policy shall become effective immediately.

RESOLUTION #2026-4-4
(Approval of Agreement with Optimum)

WHEREAS, the Newton Housing Authority owns and manages Liberty Towers an 80-unit Public Housing Project located at 32 Liberty Street, Newton, New Jersey; and

WHEREAS, Liberty Towers was originally wired for cable television service for the benefits of the building' s residents; and

WHEREAS, it has been determined that that the original wiring was not installed in a method that provides for an optimum television signal which has caused significant problems with the service; and

WHEREAS, Optimum has provided an agreement to re-wire the building for cable television in a manner that will provide better service to the residents; and

WHEREAS, the agreement has been reviewed by the Executive Director who is recommending approval with the changes made to the agreement; NOW THEREFORE

BE IT RESOLVED, by the Board of Commissioners that the attached agreement, with changes be hereby approved; and

BE IT FURTHER RESOLVED that the Executive Director is authorized to execute the revised agreement.

11. PUBLIC COMMENTS—General Items

12. EXECUTIVE SESSION (if necessary)

13. ADJOURNMENT

Attachments:

- 1) 3/16/26 Meeting Minutes
- 2) April Bill List
- 3) Report from the Executive Director
- 4) Optimum Agreement
- 5) Community Room Usage Policy
- 6) 3/30/26 Special Meeting Minutes
- 7) 3/30/26 Closed Session Minutes
- 8) 3/25/26 Special Meeting Minutes
- 9) 3/25/26 Closed Session Minutes

