

NEWTON HOUSING AUTHORITY

AGENDA

Special Meeting

Date: Thursday, August 13, 2026

Time: 5:30 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
	Melissa Helmer	5/1/24-4/30/29
	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 July 20th, 2026, Special Meeting

8. OLD BUSINESS

9. NEW BUSINESS

10. RESOLUTIONS

**RESOLUTION #2026-7-1
(Approval of Bill List for August 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 August 2026 meeting in the amount of \$55,709.73 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 #2026-7-2
(Audit Certification)**

WHEREAS, N.J.S.A. 404A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made; and

WHEREAS, the annual report for the fiscal year ended September 30, 2025, has been completed and filed with the Newton Housing Authority pursuant to N.J.S.A. 40A:5A-15; and

WHEREAS, N.J.S.A. 40A:5A-17 requires the governing body of each authority to, within forty-five (45) days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and, specifically, the sections of the audit report entitled "General Comments and Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board; and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit and have specifically reviewed the sections of the audit report entitled "General Comments and Recommendations" in accordance with N.J.S.A. 40A:5A-17; and

NOW THEREFORE, BE IT RESOLVED that the governing body of the Newton Housing Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended September 30th, 2025, and, specifically, has reviewed the sections of the audit report entitled "General Comments and Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the secretary of the authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this Resolution.

RESOLUTION #2026-7-3
(Emergency Response Plan Update)

WHEREAS, the Newton Housing Authority adopted an Emergency Response Plan on January 19th, 2026; and

WHEREAS, the Newton Housing Authority has need to update the plan to better serve the needs of the residents of Liberty Towers; and

WHEREAS, the Emergency Response Plan will be presented to the residents of Liberty Towers in September 2026 for their involvement in the event that an emergency response may become necessary; and

WHEREAS, the Newton Fire Chief met with the residents of Liberty Towers on July 27th, 2026, to discuss procedures to be followed in the event of a fire; and

WHEREAS, a presentation will be made to the public and Board of Commissioner on September 14th, 2026; NOW THEREFORE,

BE IT RESOLVED by the Board of Commissioners of the Newton Housing Authority that the attached revised Emergency Response Plan is hereby adopted and shall become effective immediately.

RESOLUTION #2026-7-4
(Rejection of FA Proposals & Authorization to Readvertise)

WHEREAS, the Newton housing Authority has need for a Financial Advisor (FA) for securing the necessary financing approvals from the New Jersey Local Finance Board; and

WHEREAS, the Newton Housing Authority solicited for proposal for the FA services which were received on Wednesday, July 29th, 2026, at 11:00 AM; and

WHEREAS, the three (3) proposals received were reviewed by the Executive Director for completeness and adherence to the Request for Proposals (RFP); and

WHEREAS, the Executive Director has determined that the proposals are in excess of the scope of services needed and cost for the necessary work related to the financing; and

WHEREAS, the Executive Director is recommending that the proposals be rejected, and the Housing Authority revise the RFP and readvertise for FA proposals; NOW THEREFORE

BE IT RESOLVED by the Board of Commissioners of the Newton Housing Authority that the 3 proposals received for Financial Advisor be rejected, the RFP revised and new proposals solicited.

11.PUBLIC COMMENTS-General Items

12.EXECUTIVE SESSION (if necessary)

13. ADJOURNMENT

Attachments:

- 1) 7/20/26 Special Meeting Minutes**
- 2) August Bill List**
- 3) Report from the Executive Director**
- 4) Tabulation of FA Proposals**
- 5) Title 40A:12A-46-Commissioner Training**
- 6) Emergency Response Plan**