

NEWTON HOUSING AUTHORITY

AGENDA

Regular Meeting

Date: Monday, September 14, 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
	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 a revised annual meeting notice. Such notice being submitted on June 24, 2026, 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 August 10, 2026, Special Meeting

8. OLD BUSINESS

9. NEW BUSINESS

10. RESOLUTIONS

**RESOLUTION #2026-9-1
(Approval of Bill List for September 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 September 2026 meeting in the amount of \$35,795.75 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 #2026-9-2
(Approval of Contract for Phase II Environmental Survey)**

WHEREAS, the Newton Housing Authority has applied for a conversion under HUD's Rental Assistance Demonstration Program (RAD); and

WHEREAS, the conversion requires that the Housing Authority complete a Phase I Environmental Survey which indicated that there are underground storage tanks that need to be investigated through a Phase II Environmental Survey; and

WHEREAS, the Housing Authority's Procurement Policy requires that the Authority solicit bids & proposals for all goods & services; and

WHEREAS, the Housing Authority formally advertised for proposals for the Phase II Environmental Survey and received five (5) proposals for this work; and

WHEREAS, the Executive Director has reviewed the proposals and has determined that the contract should be awarded to the highest rated proposal; NOW THEREFORE

BE IT RESOLVED by the Board of Commissioners of the Newton Housing Authority that a contract for a Phase II Environmental Survey be awarded to:

TTI Environmental Inc.
1253 Church Street
Moorestown, NJ 08057

In the amount of \$10,006.00; and

BE IT FURTHER RESOLVED that the Executive Director and Chairperson are authorized to sign all necessary documents to effectuate this contract and funds for this work are being made available through the Housing Authority's operating fund.

11. PUBLIC COMMENTS-General Items

12. EXECUTIVE SESSION (if necessary)

13. ADJOURNMENT

Attachments:

- 1) 8/13/26 Special Meeting Minutes**
- 2) September Bill List**
- 3) Report from the Executive Director**
- 4) Tabulation of Phase II Environmental Proposals**
- 5) Emergency Response Plan Presentation**
- 6) Resident Notice-Marijuana Use**
- 7) Resident Notice-Space Heater**
- 8) Resident Notice-ERP Presentation**