NEWTON HOUSING AUTHORITY
AGENDA
Regular Meeting

Date: Monday, November 9, 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:	Lisa DeHope	5/1/24-4/30/29
	Karl Citterbart	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 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 October 19th, 2026, Regular Meeting

8. **OLD BUSINESS**

9. **NEW BUSINESS**

10. **RESOLUTIONS**

RESOLUTION #2026-11-1
(Approval of Bill List for November 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 November 2026 meeting in the amount of $54,217.24 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 #2026-11-2
(Adoption of YE 12/31/27 Budget)
FISCAL YEAR: January 01, 2027, to December 31, 2027

WHEREAS, the Annual Budget and Capital Budget/Program for the Newton Housing Authority for the fiscal year beginning January 01, 2027, and ending December 31, 2027 has been presented for adoption before the governing body of the Newton Housing Authority at its open public meeting of November 9th, 2026; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto , if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget presented for adoption reflects Total Revenues of $782,500.00, Total Appropriations, including any accumulated Deficit, if any, of $782,033.00 and Total Unrestricted Net Position utilized of $0.00; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of $150,000.00 and Total Unrestricted Net Position Utilized of $0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Newton Housing Authority at an open public meeting held on that the Annual Budget and Capital Budget/Program of the Newton Housing Authority for the fiscal year beginning January 01, 2027 and ending December 31, 2027 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced budget, including all amendments, thereto, if any, which have been approved by the Director of the Division of Local Government Services.

RESOLUTION #2026-11-3

(Authorization to Solicit for Miscellaneous Bids & Proposals)

WHEREAS, the Newton Housing Authority has need to provide various services that are funded from its operating budget; and

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

WHEREAS, the Housing Authority Procurement Policy has specific maximum terms that contract can be executed for, and which need to rebid on a regular basis to ensure that all prices are fair and reasonable; NOW THEREFORE

BE IT RESOLVED by the Board of Commissioners of the Newton Housing Authority that the Executive Director is authorized to prepare bidding documents and solicit for public bids/Proposals for the following services:
HVAC Services
Legal Services
Auditing
Accounting
Exterminating
Custodial Service

11.PUBLIC COMMENTS-General Items

12.EXECUTIVE SESSION (if necessary)

13. ADJOURNMENT

Attachments:

1) **10/19/26 Regular Meeting Minutes**
2) **November Bill List**
3) **Report from the Executive Director**
4) **FYE 12/31/27 Budget**
5) **9/30/26 Budget to Actual**