

March 25, 2019

**Sunshine Law:** This meeting is being held in conformance with the New Jersey Open Public Meeting Act, otherwise known as the "Sunshine Law". It has been legally noticed in accordance with the law and copies have been given to those requesting the same.

- I. CALL TO ORDER
- II. ACTION ON PREVIOUS MINUTES  
ACTION ON EXECUTIVE MINUTES
- III. COMMUNICATIONS
- IV. BILLS-None
- V. TREASURER'S REPORT- attached
- VI. ATTORNEY'S REPORT
- VII. PRD'S REPORT-attached
- VIII. OLD BUSINESS
- IX. NEW BUSINESS
- X. ADJOURNMENT

CAUCUS MEETING: 6:30  
Meeting- immediately following caucus meeting

### ATTORNEY'S REPORT

Rad conversion - pending  
Reappointed Charles Pacifico took oath of office for a five year term. 03/1/19-02/28/24

Motion to accept previous executive minutes: G. Dougherty and seconded by P. Kormann. All those in favor, say aye.  
Roll Call: Pacifico,-yes, McSweeney, Kormann,-yes, Dougherty-yes, Michel-yes, Kain,-yes, Hagan,-yes, Motion passed

### PRD REPORT

Motion to accept PRD's report, P. Korman and seconded by R. Michel. All those in favor say aye, Roll Call: Pacifico,- yes, Korman,-yes, McSweeney,-yes, Michel,-yes, Kain,-yes, Dougherty -yes, Hagan-, yes, Motion passed.

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### OLD BUSINESS

Rad application in process  
DEP Environmental- Phase 2 of the Rad conversion.  
Continued discussion on safety and security for residents & staff. Still seeking other security options.

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### NEW BUSINESS

Continued discussion on safety and security for residents & staff. Still looking into other options of security. Appointed P. Hagan, M. Dougherty, and Charlie Kain for the Executive Director Committee. J. McGrath discussed upcoming budget.

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### Adjournment

Motion to adjourn, R. Michel and seconded by P. Hagan.  
All those in favor say aye, answered unanimously. Motion passed

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**Meeting immediately following caucus meeting.**



## **Gloucester Towne's Management Report**

**Meeting Date: March 25, 2019**

**Prepared by: Carole Rowell**

### **I. Financial Update**

1. Monthly financial statements were sent to board members Pat Hagan and Charles Kain separately.
2. RAD application is still under review by HUD. PRD confirmed no further step until review is complete
3. PSE&G Energy Saving Program: Gloucester Towne has been qualified/approved to participate in the program. Gloucester Towne will receive approximately \$81,558.55 in energy efficient electrical fixtures (LED). Thirty percent (30%) of the cost for GCHA will be paid back at zero percent interest or \$679.65 per month. The projected energy costs savings are \$1035 per month. This will produce an approximate \$355 monthly NET savings.

**Update:** The Tri-State Energy team was out to install all new lighting in hallways, common areas, offices, and parking lot. HVAC's were installed. Project was complete March 8th. They did a nice job.

4. Reorganization for Bank, Newspapers, and Meeting will take place.
5. Finance Committee had meeting at PRD on March 20, 2019 to discuss Budget. Draft Budget will be presented for adoption.

**II. Occupancy Updates – Building is Fully Occupied.**

Overview of Vacancies	2016	2017	2018	2019*
Turnovers	16	10	12	02
# of Applicants on Waiting List	182	224	131	152
Local Preference Residents <i>Gloucester Towne/scattered sites</i>	3/8	9/14	7/12	11/8

(\* ) As of date of report

**III. Physical/Maintenance Updates**

**1. Regular Building Activities**

- a. Gloucester Towne is due to have the HUD REAC inspection scheduled this year. As of 3/22 no date has been scheduled by HUD.
- b. Bed Bugs Inspection: Next inspection is scheduled for March 26-27, 2019.
- c. Security- As of 3/22/19 we are still trying to meet with Greg Lau- ESS to discuss one person entry system and/or other options.

**2. Building Upgrades & Related Costs Within Last 12 months**

Item	Date	Cost
Carpet Turnover - Apt. 317	7/20/2018	\$695.00
Carpet Turnover - Apt. 508	7/20/2018	\$695.00
Carpet- Turnover - Apt. 512	9/01/2018	\$695.00
Valcourt Window Washing	9/24/2018	\$1,650.00
Security Equipment and Software for Carole & Bob's Computers	10/01/2018	\$1,087.00

Carpet Turnover - Apt 402	11/16/2018	\$695.00
Carpet Turnover - Apt 412	12/6/2018	\$695.00
322 Powell - Brick Spalling	11/15/2018	\$820.00
Carpet Turnover - Apt 108	02/21/2019	\$695.00
Carpet Turnover - Apt 419	03/07/19	\$695.00
Replace hot water valves in Community Room River Mechanical Services	03/07/19	3340.00

### 3. Items Out to Bid/Contracts Awarded

Item	Date	Cost
Landscaping Bids- in process		

### IV. Resident Life & Activities Update

List of recent and upcoming activities planned for Residents with attendance and cost info.

Activity	Number Attended	Date	Cost
Wii Bowling	10	Mon nights	\$1.00
Tenant Assn Meeting	25	03/12/2019	Assn.
Bingo	20	Wed nights	\$3.00
Cards & Games	10	Thurs nights	Assn.
Crafts	5	Tues nights	\$5.00

St. Patrick's Day Party	40	03/09/2019	Assn
Hear USA Seminar	10	02/25/2019	Free
Casino Trip	10	03/27/2019	Free
Game Day	10	03/18/2019	Free

**Move-out**

Apt 219 Joyce Mayers 12/18/18

Apt 108 James Ficken 02/14/19

Apt 419 Emily Walker 02/06/18

**Move-in**

Apt 219 Frank Griffith 1/11/19 (GC resident)

Apt 108 Bernadette Schmidt 2/22/19 (GC resident)

Apt 419 Clare Critchfield 03/08/2019 (GC resident)