

January 27, 2020

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

GLOUCESTER CITY HOUSING AUTHORITY

Minutes for the November 25, 2019

CALLED TO ORDER AT: Charles Pacifico, Chairman

ROLL CALL:

	<u>PRESENT</u>	<u>ABSENT</u>
PACIFICO	X	
KORMANN	X	
MCSWEENEY	X	
DOUGHERTY	X	
MICHEL	X	
HAGAN	X	
KAIN	X	

ACTION ON PREVIOUS MINUTES

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

ACTION ON EXECUTIVE MINUTES:

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

COMMUNICATIONS: None

BILLS- None

TREASURER'S REPORT

Motion to accept Treasurers Report: M. McSweeney and seconded by R. Michel. All those in favor say aye. Roll Call: - Pacifico, -yes, M. McSweeney, -yes, Kormann, -yes, Dougherty, -yes, Michel, -yes, Hagan, -yes, Kain, -yes, Motion passed

ATTORNEY'S REPORT

Rad conversion - scheduled closing December 1, 2019
Reviewed and approved HUD General Depository Agreement.
Completed anonymous OPRA request.

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

PRD REPORT

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

OLD BUSINESS

Rad application in process.
Continued discussion on safety and security for residents & staff. C. Kain still working with other security companies.

NEW BUSINESS

Continued discussion on safety and security for residents & staff. Rad closing scheduled for Nov 30. Board approved not to renew Sharon Basile Judgement for \$358.00
Motion to approve P. Kormann and seconded by R. Michel. All those in favor say aye, Roll Call: Pacifico,- yes, Korman,-yes, McSweeney,-yes, Dougherty,-yes, Michel -yes, Hagan-, yes, Kain, yes, Motion passed.

Adjournment

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

Meeting immediately following caucus meeting.



587 Haddon Avenue
Collingswood, NJ 08108
P 856 486 1990 / F 856 663 5337

Gloucester Towne's Management Report

Meeting Date: January 27, 2020

Prepared by: Carole Rowell

I. Financial Update

1. Monthly financial statements were sent to board members under separate cover.
2. RAD closing was completed in December. HUD is now working on obligating the funds. Once this is completed we can voucher for our subsidy payments for January and February.
3. 2019 Audit Report; Steve Pollack, Auditor at Bowley Associates and Skandar Zaouali will be present to review the audit.
4. Operating Bank Account signature cards need to be signed by C. Pacifico, M. McSweeney and, P. Kormann.

II. Occupancy Updates – Building is Fully Occupied.

Overview of Vacancies	2016	2017	2018	2019 *
Turnovers	16	10	12	10
# of Applicants on Waiting List	182	224	131	167
Local Preference Residents <i>Gloucester Towne/scattered sites</i>	3/8	9/14	7/12	11/6

(*) As of the date of the report

III. Physical/Maintenance Updates

1. Regular Building Activities

Our maintenance staff has been working on turnovers for the past 3 months. Currently working on the units below:

- Apt 511 occupied on 1/22/20 & 204 occupied 12/3/19
- 39 S. Burlington occupied as of January 10th.
- 301 Hudson is currently being worked on by our staff.
- 129 South Filmore is next on the turnover list after 301 Hudson

2. Building Upgrades & Related Costs Within Last 12 months

Item	Date	Cost
Replacement of defective hot water coil valves in the two heat pump air handlers for comm room work in progress	02/12/2019	\$3340.00
Apt 108 - Carpet Turnover	02/21/2019	\$695.00
Apt 419 - Carpet Turnover	03/07/2019	\$695.00
Apt 314 - Carpet Turnover	07/12/2019	\$695.00
301 Hudson - Flood- support exterior wall & remove mud from the basement	07/02/2019	\$4500.00
129 Filmore - Exterior soffit & fascia painting- Reac item	07/31/2019	\$1250.60
322 Powell - Exterior soffit & fascia painting- REAC items	07/31/2019	\$765.00
301 Ridgeway - Replace the concrete pad- REAC item	07/31/19	\$950.00
301 Hudson - Electrical repairs	09/09/19	\$795.00

301 Hudson - Mold remediation	10/02/19	\$19,900.00
Apt 101 Carpet - turnover	09/27/19	\$695.00
220 Mercer - Refrigerator	09/25/19	\$611.80
Apt 501 Carpet- turnover	10/24/19	\$695.00
301 Hudson- Furnace install	10/24/19	\$8575.00
2 new Trash dumpsters	11/6/19	\$5100.00
Apt 511 - Turnover paint	01/16/2020	\$600.00
39 S. Burlington - Carpet	12/14/2020	\$1595.00
Apt 511 - Carpet turnover	01/17/2020	\$795.00

3. Items Out to Bid/Contracts Awarded

Item	Date	Cost
n/a		

4. Occupancy Activity

Move-out

Apt 108 James Ficken 02/14/19
 Bernadette Schmidt 2/22/19
 Apt 419 Emily Walker 02/06/19
 Critchfield 03/08/19
 Apt 303 Georgianna Onorato 05/8/19
 Josephine Fuchs 05/17/19
 Apt 406 Marie Orsini 05/18/19
 Mermonde 05/25/19
 Apt 314 Henry Sturmfels 07/15/19
 Cattell 08/01/19

Move-in

Apt 108
 (GC resident)
 Apt 419 Clare
 (GC resident)
 Apt 303
 (GC resident)
 Apt 406 Joseph
 (GC resident)
 Apt 314 Ethel
 (GC resident)

Apt 210 Florence Gedling 08/10/19
Helenann Cattell 08/19/19

Pearce 09/09/19

Keita 10/10/19

Apt 501 Mary Pierman 10/31/19

Edward Tobin 11/6/19

Apt 204 Roberta Reeves 11/06/19

Richard Davis 12/3/19

39 Burlington St Canon 10/3/20

Kristen Snyder 1/10/20

Apt 210
(GC resident)
Apt 101 Leo
Apt 101 Djibril
(GC resident)
Apt 501
(GC resident)
Apt 204
(GC resident)
39 Burlington-
(GC resident)

IV. Resident Life & Activities Update

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

Activity	Number Attended	Date	Cost
Wii Bowling	10	Mon nights	\$1.00
Bingo	20	Wed nights	\$3.00
Cards & Games	10	Thurs nights	Assn.
Tenant Association Meeting	25	01/13/2020	-
Lunches -3 times a week	15-20	M-W-F	\$3.00
Larry Porter Sing a long 3:00 pm	20	01/22/2020	Free