

October 26, 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 September 28, 2020 Meeting

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

Others Present- C. Rowell, C. Wigginton, S. McElhatton,

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, McSweeney, -yes, Kormann, -yes, Dougherty, -yes, Michel, -yes, Hagan, -yes Motion passed

ACTION ON EXECUTIVE MINUTES: None

COMMUNICATIONS: None

BILLS- None

TREASURER'S REPORT

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

ATTORNEY'S REPORT

Covid 19-Pandemic Emergency
Gloucester Towne Community Polling Place set for November
General election. Discussed moratorium on evictions.

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

PRD REPORT

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

OLD BUSINESS NONE

NEW BUSINESS - Jeff Bowley- will be via zoom next meeting to
discuss the audit. General election will take place in the
community room Nov 3rd, 2020.

Adjournment

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

Meeting immediately following caucus meeting.



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Gloucester Towne's Management Report

Meeting Date: October 26, 2020

Prepared by: Carole Rowell

I. Financial Update

1. Monthly financial statements were sent to board members under separate cover.
2. Subsidy payment: Received January funding. Waiting approval for February voucher.
3. Jeff Bowley, Bowley Accounting Firm will review the 2019 audit with commissioners virtually. Paper copies of the report have been mailed to each board member.

II. Occupancy Updates – Currently 100 % occupied.

Overview of Vacancies	2017	2018	2019	2020 *
Turnovers	10	12	10	7
# of Applicants on Waiting List	224	131	167	68
Local Preference Residents <i>Gloucester Towne/scattered sites</i>	9/14	7/12	11/6	8/1

III. Physical/Maintenance Updates

1. Regular Building Activities

Covid-19 update:

- No positive cases have been reported to management.
- Our maintenance staff has been working continuously sanitizing common areas, hallways, community room, etc, to prevent the Corona Virus.
- The cleaning company performs a deep cleaning of all common areas on a weekly basis.
- Residents have received updated notices regarding the CoronaVirus as information becomes available.

2. Building Upgrades & Related Costs for 2020

Item	Date	Cost
Apt 511 - Carpet turnover	01/17/2020	\$795.00
213 Somerset - Replaced Kitchen floor	01/30/2020	\$720.00
335 Hudson-Replaced Kitchen floor	01/30/2020	\$584.00
Ptac unit	02/14/2020	\$977.55
Apt 413- Carpet turnover & Cove base	02/20/2020	\$795.00
301 Hudson- basement wall parging	03/11/2020	\$3200.00
301 Hudson - painting	03/09/2020	\$950.00
Apt 104 Carpet Turnover	05/12/2020	\$795.00
Apt 108 Carpet Turnover	08/14/2020	\$795.00
129 Filmore St.	07/09/2020	\$1850.00
Keystone Fire -5 yr. inspection- replacement on sprinkler heads	10/01/2020	\$6273.00
Miles Technology- install wifi- community room and maintenance office	10/20/2020	\$3318.50
Metrol Carpet cleaning- all floors- community room, kitchen floor	10/12/2020	\$2675.00

3. Items Out to Bid/Contracts Awarded

Item	Date	Cost
n/a		

4. Occupancy Activity

Move Out

B. Schmidt- Apt 108 8/3/20

J. Stephenson- Apt 503- 10/19/20

Move-In

J. Corvino- Apt 108 (GC resident) 9/9/20

S. Cox - Apt 503 (GC resident) 10/16/20

IV. Resident Life & Activities Update

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

Activity	Number Attended	Date	Cost
All activities canceled due to COVID-19			
we are hanging a halloween treat bag on every resident's door for Halloween			