

September 22nd, 2025

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
- VI. ATTORNEY'S REPORT
- VII. PRD'S REPORT-attached
- VIII. OLD BUSINESS
- IX. NEW BUSINESS
- X. ADJOURNMENT

CAUCUS MEETING: 5:00

Meeting- immediately following caucus meeting.

GLOUCESTER CITY HOUSING AUTHORITY

Minutes for August 25th, 2025, Meeting.

CALLED TO ORDER AT: Charles Pacifico, Chairman

ROLL CALL:

	<u>PRESENT</u>	<u>ABSENT</u>
PACIFICO	X	
MCSWEENEY	X	
HILLMAN	X	
KAIN	X	
Michel	X	
WALSH	X	
MURPHY	X	

Others Present- C. Wigginton, S. McElhatton, and L. Warner.

ACTION ON PREVIOUS MINUTES

Motion to accept Previous Minutes: M. McSweeney - yes and seconded by R. Michel. All those in favor, say aye.
Roll Call: C. Pacifico - yes, M. McSweeney - yes, G. Hillman - yes, C. Kain, - yes, R. Michel, - yes, E. Walsh - yes, J. Murphy, - yes, Motion passed.

ACTION ON EXECUTIVE MINUTES:

Motion to accept Executive Minutes: R. Michel - yes and seconded by E. Walsh. All those in favor, say aye.
Roll Call: C. Pacifico - yes, M. McSweeney - yes, G. Hillman - yes, C. Kain, - yes, R. Michel, - yes, E. Walsh - yes, J. Murphy, - yes, Motion passed.

COMMUNICATIONS:

None

BILLS- None

TREASURER'S REPORT:

Motion to accept Previous Treasure's Report: E. Walsh - yes and seconded by M. McSweeney. All those in favor, say aye.
Roll Call: C. Pacifico - yes, M. McSweeney - yes, G. Hillman - yes, C. Kain, - yes, R. Michel, - yes, E. Walsh - yes, J. Murphy, - yes, Motion passed.

ATTORNEY'S REPORT

Motion to accept Attorney's report: R. Michel - yes and seconded by M. McSweeney. All those in favor, say aye.
Roll Call: C. Pacifico - yes, M. McSweeney - yes, G. Hillman - yes, C. Kain, - yes, R. Michel, - yes, E. Walsh - yes, J. Murphy, - yes, Motion passed.

PRD REPORT

Motion to accept PRD's report: R. Michel - yes and seconded by M. McSweeney. All those in favor, say aye.
Roll Call: C. Pacifico - yes, M. McSweeney - yes, G. Hillman - yes, C. Kain, - yes, R. Michel, - yes, E. Walsh - yes, J. Murphy, - yes, Motion passed.

OLD BUSINESS

Continued discussion on safety and security for tenants & staff.

Per the Board directions the cost of implementing 24-hour service has been reviewed and discussed at the meeting.

NEW BUSINESS

Continued discussion on safety and security for tenants & staff.

Per the Board directions the cost of implementing 24-hour service has been reviewed and discussed at the meeting.

MOTION TOO GO INTO EXECUTIVE SESSION

R. Michel and seconded by M. McSweeney.

MOTION TOO COME OUT OF EXECUTIVE SESSION

R. Michel and seconded by M. McSweeney.

Adjournment

Motion to adjourn, R. Michel and seconded by M. McSweeney.
All those in favor say yes, answered unanimously. Motion passed.

Meeting immediately following caucus meeting.



Activity Report for Gloucester Towne as of 09.16.2025

Monthly Board meetings will be held at 5:00 pm at Gloucester Towne.

Financial updates & Board Action Items:

234 Essex Street / Proposed Conveyance of 34 North King Street

Gloucester City has agreed to transfer the three-bedroom home at 34 North King Street to the Gloucester City Housing Authority (GCHA) in exchange for the lot at 234 Essex Street. The proposed sale contract and lease agreement have been sent to HUD for review and approval to proceed.

Insurance Claim—Stacy Johnson, a resident of 335 Hudson Street, has filed a civil action complaint against the Gloucester City Housing Authority. Legal counsel from Brown & Brown contacted us on May 22, 2025, and Elizabeth O'Connell from Zarwin Baum requested that GCHA provide documents and information related to the complaint. As of 9/18, there are no updates to report at this time.

Occupancy /Vacancy updates:

This property is 95.60% occupied in available units. 234 Essex Street has been designated as an uninhabitable unit and taken offline (no subsidy will be received).

Overview of Vacancies	2023	2024	2025
# of Applicants on the waitlist	195	187	198
Apartment Turnovers	9	9	9
Currently Vacant Units (Rented but still awaiting move-in)	N/A	N/A	5
*pending MI this next month			4

Pending move-ins: Apt. 318- scheduled M/I - 09.29.2025

Apt. 310, Apt. 510, Apt. 420, and 41sbur - pending

Special Claims: None at the present time.

Physical / Maintenance updates:

Inspections

- **The HUD REAC/NSPIRE.** The inspection was scheduled for June 18, 2025. We requested a new re-inspection date because the property manager and maintenance supervisor have planned vacations. According to HUD, there is currently no rescheduled date for Gloucester Towne in the TAC system.
- **Other Annual Inspections:**
 - Gloucester City Housing and Building's Annual Rental Registration Inspections for the 91 units have been completed for 2025. We have obtained a Lead-Safe Certificate and Report for all the scattered sites, which will be renewed every two years. The next scheduled inspections will take place in 2026.
 - Infrared inspection of the electrical breaker boxes was completed on April 17, 2025, for the building. No findings were reported. The infrared scan was a routine inspection performed every two years.
 - Bedbugs & Pest Management: None

Large Maintenance Items Completed in the Last Six Months	Date	Cost
Emergency Generator Repairs	03.31.2025	\$3,745.56

Large Maintenance Items planned for the next six months	Target Date	Est Cost
Front & Rear Security Entry Doors	TBA	\$40,000.00
Fencing, Updated Access Gates, and Fob System	TBA	\$75,700.00
Perimeter Lighting	TBA	\$5,600.00
Swap Access Control System	TBA	\$5,318.00

Other Maintenance Updates & Special Projects: None

- Property staff keep spending within the budget and spend only what is necessary to keep the property running smoothly.

Resident Life and Activities:

- First Friday of each month- Communion with St. Mary's Church- Avg. 5 residents
- Epiphany Church sings along and shares Bible verses on the first Saturday of each month, averaging 10 residents.
- Every Tuesday, Thursday, Friday & Saturday Night- Game Night 6:30 pm -12 residents attend (Pokeno-ShuffleBoard-Cards or Right-Left-Center)
- BINGO -Wednesday nights at 6 pm-20 residents.

VARIOUS EVENTS HELD

- The Tenants Association held its executive board election for 2025-2025. 32 residents attended
- Tenants Association- Free Lunch -Aug 29, 36 residents attended
- Tenants Association-Veterans Breakfast, Sept 7 18 residents attended

FUTURE EVENTS: -scheduled

Caption Call Free Phone 2 pm-3 pm 10/8/25

Flu Shot event- Oct

Camden County Senior & Disabled Service SNAP meeting 9/24/25 1:30-2:30

LiHeap Application Meeting-New residents-Oct

Fire Safety Meeting- Oct