

A REGULAR MEETING  
OF THE HOUSING AUTHORITY  
OF THE CITY OF MILLVILLE

March 25, 2025

A regular meeting of the Millville Housing Authority (MHA) Board of Commissioners was held on Tuesday, March 25, 2025. The meeting was held at the Riverview West community room, 100 Riverside Drive, Millville, NJ. The meeting was convened at 5:04 pm.

Chairwoman Santoro announced that the Sunshine Law had been met, properly posted, and advertised and conducted according to the Open Public Records Act.

Karen Chiarello proceeded to call the roll. Present were Chairwoman Santoro, Commissioner Charles Flickinger, Commissioner Winfield Pettit, Commissioner Kim Barfield, Commissioner Wade Loatman, and Executive Director Samantha Silvers. Also present were Solicitor Arnol Robinson, Tony Polcari (by phone), and MHA staff.

Chairwoman Santoro asked for a motion to approve the February 25, 2025, minutes. Commissioner Flickinger made a motion and Commissioner Pettit seconded. All present were in favor.

**Financial**

Tony Polcari presented the financials. He stated that Public Housing needs to keep costs under control to stay within the budget. The Housing Choice Voucher program is on track with their budget. The Holly City Family Center looks good.

We have had a nine percent decrease in funding from HUD.

The report was favorable overall, everyone is operating within their budget.

**Occupancy/Maintenance**

We are currently at 93% occupancy. We had nine lease ups this month and have two more scheduled prior to this board meeting. We have completed the seven walk-in shower upgrades. Our outreach program with the Hope Center on March 7<sup>th</sup> resulted in six people being signed up and added to the waiting list.

### Scattered Sites/Disposition

The Newark field office has deferred the request for Release of the Declaration of Trust review to the New York regional office due to staffing limitations. The New York office has responded with a request for additional information which the MHA has provided. We will continue to work through any additional requests. Two additional units are now vacant and will be markets. Three properties need to be relisted because the buyer was denied funding.

### Projects

Cameras	JCP, MVP	<i>No update for March</i>
Paving	All sites	We are working with the architect MMPF to issue a bid for Ferguson Ct. reconstruction. We are waiting on quotes for seal coating for the other properties. JCP is a priority. We will decide the remaining order based on pricing.
Fire Panels	MVP	Obsolete and need to be replaced. <i>Feb – proposal accepted, and proposal authorized.</i>
HVAC/Mechanical	HCFC – Health Department	This project has been completed.
Walk-in Showers	JCP, RVE and RVW	7 of the 9 have been completed.
HVAC/Mechanical	RVW	New AC unit in Community Room. This project has been authorized.
Exterior Lighting	Ferguson, RVE, RVW	<i>Feb – Full site upgrades. This project has been authorized.</i>

### Wildwood Shared Services

Samantha met with the staff in March for introductions. They are now working on getting access to HUD Secure Systems for necessary Executive Director functions. The 5-year plan is due 3/31, and extension has been requested as no public process has been scheduled prior to the MHA contract. Their board meeting is the Wednesday after the MHA meeting.

## Holly City Family Center Operations

- Learn to Swim– Grant application window will open in October. *Submitted, under review.*
- Memberships are up 10 from last month, 550. This is 100 more than the average Covid number and about 30 more than when I started 4 years ago.
- Current programming/rentals:
  - o Weight watchers
  - o MHA Tenant Services open swim times
  - o The Tiger Sharks swim team will be done for their indoor season at the end of March.
  - o Special Olympics on Saturday mornings and several weeknights now
  - o We are looking to start swim lessons back April 7<sup>th</sup>, highly requested.
  - o Water Safety Instructor Class held March 16<sup>th</sup>. - **completed**
  - o Lifeguard Recertification Class held March 16<sup>th</sup>. - **completed**
  - o Lifeguard Certification Class Scheduled April 26, 27, 28
  - o Bingo FIT at MHA sites – 4 sessions monthly under tenant services.
- Facility Updates
  - o Rebuilt Sauna benches, restained, new lights, replaced heating elements.
  - o Upgraded Wi-Fi
  - o Installed required tanning bed timers.
  - o Hired (2) Cumberland County Youth Workforce employees for 100 hours of fitness attendant. They are assisting the cleaning staff as well.
  - o Painted Spin Room
- Grants
  - o Applied for Cumberland County Youth Services Grant. *Amended 2025 award of \$39,000.*
    - *Offset costs for Rise & Shine and overhead to operate the program.*
    - *in year 2 with a potential 3<sup>rd</sup> year renewal in 2026.*
  - o Several grants are opening this first quarter that I intend to apply for HCFC and senior services – NJ Office of Faith Based Initiatives, Walmart Spark Good, OceanFirst General Capacity, Creative Aging Initiative, AARP Community Challenge.
    - o *Feb – I distributed surveys for input on the AARP Challenge grant and have been receiving a good amount back for review. – Submitted based on results of survey*
    - o *NJ Office of Faith Based Initiatives for Senior fitness Services – Submitted*
    - o *City CDBG Grant - Submitted*
    - o *Cumberland County Youth Violence Cessation INITIATIVE (CCYVCI)*
      - *We received \$10,000 last year (max)*
      - *Will be applying for \$25,000 this year (max)*

- *To support community swimming and youth personal training sessions with Stay Fit Advanced Fitness. Youth will also receive memberships to the gym.*
- *Ocean first Summer Camp Grant*
  - *Will apply for \$250 per eligible campers to offset camp fee.*
- *Ocean first General Operating*
  - *Will apply for \$15,000 (fixed amount over 2 years)*
- *TD Bank Charitable Foundation*
  - *Will be applying for 1 or both of:*
    - *Regional Grant to support an event/project – min. of \$5,000.*
    - *Capacity Building grant for Training, Talent, Tools – min. of \$25,000 – max of \$150,000. Looking to make an application for program coordinator.*
- *Walmart Spark Good Grant*
  - *Looking to apply for CPR/First Aid training supplies, materials, staff*
  - *Up to \$5,000*

Chairwoman Santoro indicated that there were resolutions to approve.

**Resolution #12-25** Resolution Approving the Payment of Bills for March 2005

Roll Call Vote:

Motion: Commissioner Flickinger

Second: Commissioner Pettit

Roll Call: Unanimous

**Resolution #13-25** Resolution Approving a Closed Session

Roll Call Vote:

Motion: Commissioner Flickinger

Second: Commissioner Pettit

Roll Call: Unanimous

Roll Call: Unanimous

Chairwoman Santoro asked if there was any new business. We are scheduling an Easter Egg Hunt at HBC. We are obtaining quotes for armed security due to incidents at RVW. Security would be set up at RVW first. Will consider other sites after that depending on pricing.

Chairwoman Santoro asked if there was any new business. There was none.

Chairwoman Santoro asked if there was any public comment.

Maryanne Treen – RVW

There is a tenant that has been attacking other tenants, six at this point. The police said they could not do anything because they did not witness the event. Miranda does not return any calls. She has called four times before getting a call back.

At 5:30 pm the Board entered a closed session.

At 5:38 pm the board went back into an open session

**Resolution #14-25** Resolution Approving a Contract Addendum for the Executive Director

Roll Call Vote:

Motion: Commissioner Flickinger

Second: Commissioner Pettit

At 5:41 pm Chairwoman Santoro asked for a motion to adjourn the meeting. Commissioner Flickinger made a motion and Commissioner Pettit seconded. All present were in favor.