

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

August 26, 2025

A regular meeting of the Millville Housing Authority (MHA) Board of Commissioners was held on Tuesday, August 26, 2025. The meeting was held at the Cedarview Court Community room, 2045 Wheaton Avenue, Millville, NJ. The meeting was convened at 5:08 pm.

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

Denise Smith proceeded to call the roll. Present were Chairwoman Heather Santoro, Commissioner Winfield Petit, Commissioner Kim Barfield, Commissioner Jennifer Hainley, and Executive Director Samantha Silvers. Also present were Solicitor Matthew Robinson and MHA staff. Commissioner Charles Flickinger was absent.

Chairwoman Santoro asked for a motion to approve the minutes from the July 22, 2025 meeting. Commissioner Petit made a motion and Commissioner Hainley seconded; all others were in favor.

**Occupancy**

Our current occupancy rate is up to 95%. We have an active queue of thirty-four ready tenants for when units become available. There are another 14 people who will be in queue once final documents are turned in.

**Scattered Sites/Disposition**

643 Buck St.	Sold 4/23/2025	\$90,000	\$106,000
907 Buck St.	Sold 4/23/2025	\$90,000	\$107,000
519 Pine St.	Sold 4/23/2025	\$100,000	\$115,519
309 McNeal St.	Sold 4/23/2025	\$112,000	\$122,000
618 Dock St.	Sold 7/23/2025	\$184,999	\$150,000
202 Sharp St.	Sold 7/31/25	\$125,000	\$125,000
84 W. Main St.	Sold 7/31/2025	\$160,000	\$180,000
4 E. Green St.	Sold 8/12/2025	\$120,000	\$135,000
2-4 E. Vine St.	Sold 8/12/2025	\$225,000	\$240,000
86 W. Main St.	Under Contract	\$160,000	\$180,000 -HUD Review
204 Sharp St.	Listed	\$219,000	-

## Projects

Cameras	JCP, MVP	<i>Aug – reviewing quotes. Obtaining additional proposals.</i>
Paving	All sites	<i>Aug. – Held design meeting with Architect and Engineer to work on Bid Specs</i>
Exterior Lighting	Ferguson, RVE, RVW	<i>Aug. – Mostly complete</i>
MVP Roof	MVP	<i>Aug. – Shingle roof out to bid. Sept. 4<sup>th</sup> bid opening</i>
Security Guard	Multiple Sites	<i>To award at Aug. Board meeting.</i>

## Wildwood Shared Services

Wildwood is operating well and meeting all deadlines.

## MHA Grants

Samantha had a meeting with the tenants and amended the AARP grant contract to put in a shade structure instead of garden beds.

## Holly City Family Center Operations

- LearnToSwim–*We are implementing free swim lesson scholarships for income eligible applicants. Reporting period over 12/31/2025.*
- Memberships continue to grow modestly.
- Current programming/rentals:
  - o Swim Team Rentals in process for upcoming seasons: Tiger Sharks, Millville High School, Cumberland Regional and Special Olympics
  - o Weight watchers
  - o MHA Tenant Services open swim times
  - o Swim lessons
  - o BingoFIT at MHA sites – 4 sessions monthly under tenant services
- 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.*
    - *Monitoring was held June 24. Received compliance report.*

- 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
  - *NJ Office of Faith Based Initiatives for Senior fitness Services – Denied*
  - *City CDBG Grant - Submitted*
  - Cumberland County Youth Violence Cessation INITIATIVE (CCYVCI)
    - We received \$10,000 last year (max)
    - Will be applying for \$25,000 this year (max) *May update – Awarded. Working on implementation. Aug. Update – All current reporting and draws have been approved.*
      - To support community swim 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. *May – Not awarded.*
  - Ocean first General Operating
    - Will apply for \$15,000 (fixed amount over 2 years). *-May – Submitted*
  - *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 application for program coordinator.*

Chairwoman Santoro indicated that there were resolutions to approve.

**Resolution #30-25** Resolution Approving the Payment of Bills for August 2025

Roll Call Vote:

Motion: Commissioner Pettit

Second: Commissioner Hainley

Roll Call: Unanimous

**Resolution #31-25** Resolution Adopting the Budget for 2025-2026

Roll Call Vote:

Motion: Commissioner Pettit

Second: Commissioner Barfield

Roll Call: Unanimous

**Resolution #32-25** Resolution Approving Changes to the Personnel Policy & Procedures Manual & Employee Handbook

Roll Call Vote:

Motion: Commissioner Pettit

Second: Commissioner Hainley

Roll Call: Unanimous

**Resolution #33-25** Resolution Approving a Contract for Security Services

Roll Call Vote:

Motion: Commissioner Pettit

Second: Commissioner Barfield

Roll Call: Unanimous

Chairwoman Santoro asked if there was any new business. Executive Director Samantha Silvers introduced the head of the new resident council for Cedarview Court.

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

Chairwoman Santoro asked if there was any public comment.

Margarite introduced herself as the head of the new resident council. Stated that some tenants are concerned about bringing up concerns due to retribution. They feel that there are areas where people get special treatment. Chairwoman Santoro and Commissioner Pettit both stressed that this should definitely not be the case.

Diane Nixon – Apt 6 – stated that she had be president of a resident council for 5 years. She understands that no smoking is difficult to enforce, but why have rules if they are not enforced at all.

Diann Capoferri – Apt 20 – How does housing know when there is a problem in an apartment? Explained that we had pull cords previously but they cause us to fail several inspections because the cords would be tied up. Decided to have them removed. Also having parking issues. People are parking along the street instead of using parking spots. An ambulance could not get to a patient because of cars parked along the street. Would be happy to help monitor this issue.

Linda Ehrlich – Apt 30 – Miranda told her that each apartment was allotted one parking spot. Why does one tenant have 2 cars and a church van?

Diane Nixon – Apt 6 – Why are rules not enforced consistently? Neighbor has several extra people staying over. She had her sister with her due to health issues. She got a call on day 14.

? – maintenance men are selling deceased tenants belongings. Why not give furniture away instead of throwing it away

Another tenant has a garden taking up the whole back yard.

Jennifer Tozer – Apt 22 – Where are the cameras located? Two cars have been broken into and have had tires slashed.

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