

MINUTES OF A WORK SESSION MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON JUNE 10, 2025 AT 160 HALSTED STREET, EAST ORANGE, NEW JERSEY.

1. OPEN PUBLIC MEETING ACT & ROLL CALL

The meeting was called to order at 6:15PM by Chairperson Shaw. The Open Public Meeting Act was read by the Secretary.

PRESENT:

Chairperson Fred Shaw
Vice-Chairperson W.G. Harris
Commissioner Walter Waters
Commissioner Beth Coleman
Commissioner Tahirah Muhammad

ABSENT:

Commissioner Maria Moss
Commissioner Nicole Amos

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Mr. Ronald Hunt, Esq., Legal Counsel

2. OPEN DISCUSSION

Commissioner Harris asked about Stewart Business Systems. Mr. Gill responded they bought out Xerox. The equipment the EOHA uses is still the same, so the new vendor is Stewart Business Systems.

Commissioner Harris asked about the freezer purchase. Mr. Gill responded there was money from the state to purchase it.

Commissioner Harris asked why was there a fluctuation in payments to Paychex. Ms. Matozzi

responded that it depends on the number of employees and usage of the Paychex system.

Commissioner Muahmmad asked about a check for salt for the water softener. Mr. Gill responded that it is for the water in the water heaters.

Commissioner Muhammad asked about beg bug control and was the entire issue resolved. Mr. Gill responded there are usually three treatments that need to be done, as well as adjacent units.

Commissioner Harris asked about the Capital Fund Program and the financial summary. Ms. Matozzi responded how funds are received and disbursed, and how it is reflected in the summary.

Commissioner Shaw asked about Resolution 2528 and how will it be paid. Mr. Gill responded there will be a grant for \$50,000 to allow the residents to have free WiFi and the service provider will be paid.

Commissioner Shaw asked about resolution 2025-29 and will the tenants have to pay for classes. Mr. Gill responded that the tenants will not have to pay and there will be scholarships.

Commissioner Shaw asked about the beg bugs and are mattresses sprayed before a resident moves in. Ms. Jones responded that the moving trucks are usually bombed and mattress covers are recommended.

3. ADJOURNMENT

Work Session was adjourned at 6:53 PM.

**REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE
HOUSING AUTHORITY, HELD ON JUNE 10, 2025 AT 160 HALSTED STREET,
EAST ORANGE, NEW JERSEY**

The Board of Commissioners of the Housing Authority of the City of East Orange met in a Regular Meeting, on the 10th day of June, 2025. Chairperson Shaw called the meeting to order at 7:00 PM.

This meeting is called to order and is being conducted in conformity with the Open Public Meeting Act. Notice of this meeting was e-mailed to the Worrell Community Newspapers (EAST ORANGE RECORD) and NJ Advance Media (STAR LEDGER) on December 12, 2024. This notice was emailed to the City Clerk Office and Public Information Office of the City of East Orange on December 29, 2024. This notice was posted at the Administrative Office and the Authority's two public housing developments and the EOHA website on December 29, 2024.

PRESENT:

Chairperson Fred Shaw
Vice-Chairman W.G. Harris
Commissioner Walter Waters
Commissioner Beth Coleman
Commissioner Taahirah Muhammad

ABSENT:

Commissioner Maria Moss
Commissioner Nicole Amos

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Kassema Jones, Project Manager
Ms. Eva Irby, Asst. Mgr. at Vista Village
Ms. Denise Milton, Section 8 Manager
Ms. Celeste Spivey, HR Generalist
Ms. Ashley Mitchell, Asst. Property Manager
Ms. Donna Matozzi, Accounting Manager
Ms. Tuesday Whitney, FSS Coordinator
Ms. Ronald Hunt, Esq., Legal Counsel

PUBLIC NOTICE OF REGULAR MEETING

**TO: BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF
THE CITY OF EAST ORANGE, CITY CLERK OF EAST ORANGE, EAST
ORANGE RECORD AND NEWARK STAR LEDGER**

Notice is hereby given pursuant to the Open Public Meetings Act, that a Regular Meeting of the Board of Commissioners of the Housing Authority of the City of East Orange, will be held on June 10, 2025, for the purpose of acting upon:

**2025-23 AUTHORIZING OR RATIFYING PAYMENT OF THE BILL
LIST FOR THE MONTH OF MAY 2025**

**2025-24 RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF
THE CITY OF EAST ORANGE TO CLOSE THE WAITING
LIST FOR CONCORD TOWERS**

**2025-25 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR
TO OPEN THE WAITING LIST AND ACCEPT
APPLICATIONS FOR ONE (1) BEDROOM AND TWO (2)
BEDROOMS MIXED USE UNITS (APARTMENTS) AT
HALSTED PLAZA**

**2025-26 RESOLUTION RATIFYING COMMISSIONER FREDERICK
SHAW, JR. TO ATTEND NAHRO 2025 SUMMER SYMPOSIUM
IN MIDTOWN NEW YORK, NY ON JULY 17 & 18, 2025**

**2025-27 RESOLUTION ADOPTING A REVISED SCHEDULE OF
TENANT CHARGES FOR REPAIRS AND SPECIAL SERVICES**

**2025-28 RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF
THE CITY OF EAST ORANGE TO ENTER INTO A
MEMORANDUM OF UNDERSTANDING WITH AVATARIUS, AND
RAMPUP AMERICA REGARDING PARTICIPATION IN THE
PHA CONNECT PILOT PROGRAM**

2025-29 RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF
THE CITY OF EAST ORANGE TO ENTER INTO A
MEMORANDUM OF UNDERSTANDING WITH GATEWAY U
LOCATED AT 35 TREAT PLACE, NEWARK, NJ 07102 FOR
PROVISION OF SERVICES THAT WILL ALLOW EOHA
STAFF, RESIDENTS AND HCV PARTICIPANTS TO EARN A
COLLEGE DEGREE THROUGH GATEWAY U'S PARTNERSHIP
WITH SOUTHERN NEW HAMPSHIRE UNIVERSITY

And for the purpose of transacting any other
business related hereto or which may properly come
before each meeting.

1. OPEN PUBLIC MEETING ACT and ROLL CALL

PRESENT:

Chairperson Fred Shaw
Vice-Chairman W.G. Harris
Commissioner Walter Waters
Commissioner Taahirah Muhammad
Commissioner Beth Coleman

ABSENT:

Commissioner Maria Moss
Commissioner Nicole Amos

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Kassem Jones, Project Manager
Ms. Eva Irby, Asst. Mgr. at Vista Village
Ms. Denise Milton, Section 8 Manager
Ms. Celeste Spivey, HR Generalist
Ms. Ashley Mitchell, Asst. Property Manager
Ms. Donna Matozzi, Accounting Manager
Ms. Tuesday Whitney, FSS Coordinator
Ms. Ronald Hunt, Esq., Legal Counsel

2. MINUTES

MOTION: Commissioner Harris moved to approve the minutes of the previous meeting in April of 2025. Commissioner Waters seconded. There were no questions.

ROLL CALL:

Ayes: Muhammad, Waters, Harris, Shaw.
Nays: None.
Abstentions: Coleman.

The Resolution was approved 4-0-1.

3. APPROVAL OF THE BILLS

MOTION: Commissioner Harris moved to approve the payment of the bills for May 2025. Commissioner Waters seconded. There were no questions.

ROLL CALL:

Ayes: Muhammad, Waters, Coleman, Harris, Shaw.

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

4. VISITORS

There were no visitors.

5. REPORTS

COMMITTEE REPORTS

Mr. Gill covered information regarding all of the committee meetings.

LEGAL REPORT (Board Attorneys)

There was no report.

EXECUTIVE DIRECTOR

Mr. Gill highlighted his report, covered information regarding the Committee Reports and answered questions from the Commissioners.

Ms. Matozzi highlighted her report and answered questions from the Commissioners.

Ms. Milton highlighted her report and answered questions from the Commissioners.

Ms. Whitney highlighted her report and answered questions from the Commissioners.

Ms. Jones highlighted her report and answered questions from the Commissioners.

Ms. Mitchell highlighted her report and answered questions from the Commissioners.

Ms. Irby highlighted her report and answered questions from the Commissioners.

Ms. Spivey highlighted her report and answered questions from the Commissioners.

6. OLD BUSINESS

There was no Old Business.

7. NEW BUSINESS

There was no New Business.

8. EXECUTIVE SESSION

Commissioner Waters moved to go into Executive Session to discuss confidential matters. Commissioner Coleman seconded. There were no questions.

ROLL CALL:

Ayes: Coleman, Muhammad, Waters, Harris,
Shaw.

Nays: None.

Abstentions: None.

The motion was approved 5-0-0. The Commissioners went into Executive Session at 8:17pm.

Commissioner Waters moved to return to Open Session after discussion of confidential matters. Commissioner Muhammad seconded. There were no questions.

ROLL CALL:

Ayes: Coleman, Muhammad, Waters, Harris,
Shaw.

Nays: None.

Abstentions: None.

The motion was approved 5-0-0. The Commissioners returned to open session at 8:36pm.

9. RESOLUTIONS

**2025-24 RESOLUTION AUTHORIZING THE HOUSING AUTHORITY
OF THE CITY OF EAST ORANGE TO CLOSE THE
WAITING LIST FOR CONCORD TOWERS**

Commissioner Waters moved to approve.
Commissioner Harris seconded. There were no questions.

ROLL CALL:

Ayes: Coleman, Muhammad, Waters, Harris,
Shaw.

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

**2025-25 RESOLUTION AUTHORIZING THE EXECUTIVE
DIRECTOR TO OPEN THE WAITING LIST AND ACCEPT
APPLICATIONS FOR ONE (1) BEDROOM AND TWO (2)
BEDROOMS MIXED USE UNITS (APARTMENTS) AT
HALSTED PLAZA**

Commissioner Harris moved to approve.
Commissioner Waters seconded. There were no questions.

ROLL CALL:

Ayes: Coleman, Muhammad, Waters, Harris,
Shaw.

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

**2025-26 RESOLUTION RATIFYING COMMISSIONER FREDERICK
SHAW, JR. TO ATTEND NAHRO 2025 SUMMER
SYMPOSIUM IN MIDTOWN NEW YORK, NY ON JULY 17
& 18, 2025**

Commissioner Waters moved to approve.
Commissioner Coleman seconded. There were no questions.

ROLL CALL:

Ayes: Coleman, Muhammad, Waters, Harris,
Shaw.
Nays: None.
Abstentions: None.

The Resolution was approved 5-0-0.

**2025-27 RESOLUTION ADOPTING A REVISED SCHEDULE OF
TENANT CHARGES FOR REPAIRS AND SPECIAL
SERVICES**

Commissioner Harris moved to approve.
Commissioner Waters seconded. There were no questions.

ROLL CALL:

Ayes: Coleman, Muhammad, Waters, Harris,
Shaw.
Nays: None.
Abstentions: None.

The Resolution was approved 5-0-0.

**2025-28 RESOLUTION AUTHORIZING THE HOUSING AUTHORITY
OF THE CITY OF EAST ORANGE TO ENTER INTO A
MEMORANDUM OF UNDERSTANDING WITH AVATARIUS,
AND RAMPUP AMERICA REGARDING PARTICIPATION
IN THE PHA CONNECT PILOT PROGRAM**

Commissioner Waters moved to approve.
Commissioner Coleman seconded. There were no questions.

ROLL CALL:

Ayes: Coleman, Muhammad, Waters, Harris,
Shaw.

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

**2025-29 RESOLUTION AUTHORIZING THE HOUSING AUTHORITY
OF THE CITY OF EAST ORANGE TO ENTER INTO A
MEMORANDUM OF UNDERSTANDING WITH GATEWAY U
LOCATED AT 35 TREAT PLACE, NEWARK, NJ 07102
FOR PROVISION OF SERVICES THAT WILL ALLOW
EOHA STAFF, RESIDENTS AND HCV PARTICIPANTS
TO EARN A COLLEGE DEGREE THROUGH GATEWAY U'S
PARTNERSHIP WITH SOUTHERN NEW HAMPSHIRE
UNIVERSITY**

Commissioner Waters moved to approve.
Commissioner Coleman seconded. There were no
questions.

ROLL CALL:

Ayes: Coleman, Muhammad, Waters, Harris,
Shaw.

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

**2025-30 RESOLUTION TO AMEND RESOLUTION 2025-19 TO
EXTEND THE SECTION 8 MANAGEMENT CONTRACT
WITH IRVINGTON HOUSING AUTHORITY THROUGH
AUGUST 31, 2025**

Commissioner Waters moved to approve.
Commissioner Muhammad seconded. There were no
questions.

ROLL CALL:

Ayes: Coleman, Muhammad, Waters, Shaw.
Nays: Harris.
Abstentions: None.

The Resolution was approved 4-0-1.

10. ADJOURNMENT

Commissioner Harris moved to adjourn.
Commissioner Waters seconded. By unanimous acclamation
the meeting was adjourned at 9:00pm.

MINUTES OF AN EXECUTIVE SESSION MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON JUNE 10, 2025, AT 160 HALSTED STREET, EAST ORANGE, NJ

1. ROLL CALL

The Executive Session meeting was called to order at 8:17PM by Chairperson Shaw.

PRESENT:

Chairperson Fred Shaw
Vice-Chairperson W.G. Harris
Commissioner Walter Waters
Commissioner Beth Coleman
Commissioner Tahirah Muhammad

ABSENT:

Commissioner Maria Moss
Commissioner Nicole Amos

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Denise Milton, Section 8 Manager
Mr. Ronald Hunt, Esq., Legal Counsel

2. OPEN DISCUSSION

There was discussion regarding the extension of the contract with the Irvington Housing Authority to August 31, 2025.

3. ADJOURNMENT

The Executive Session adjourned at 8:36 p.m.