

MINUTES OF A WORK SESSION MEETING OF THE BOARD OF
COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY,
HELD ON OCTOBER 14, 2025 AT 210 NORTH GROVE STREET,
EAST ORANGE, NEW JERSEY.

1. OPEN PUBLIC MEETING ACT & ROLL CALL

The meeting was called to order at 6:17pm by Chairperson Shaw. The Open Public Meeting Act was read by the Secretary.

PRESENT:

Chairperson Fred Shaw
Commissioner Beth Coleman
Commissioner Tahirah Muhammad
Commissioner Walter Waters
Commissioner Nicole Amos
Commissioner Maria Moss

ABSENT:

Vice-Chairperson W.G. Harris (excused)

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Celeste Spivey, HR Generalist
Ms. Ashley Mitchell, Asst. Property Manager
Ms. Kassema Jones, Regional Project Manager
Ms. Donna Matozzi, Controller
Ms. Noelle Van Baaren, Esq., Legal Counsel

2. OPEN DISCUSSION

Commissioner Shaw asked about payments to TSYS Merchant Solutions. Ms. Matozzi responded that it's for the use of credit/debit cards to pay rent by the tenants.

Commissioner Moss asked about payment for

background checks for the tenants. Mr. Gill confirmed that the EOHA pays for it. The tenants are not charged for background checks or application fees.

Commissioner Muhammad asked about the charges for the elevators at Concord Towers. Ms. Mitchell responded one time someone was stuck on the elevator and there was a charge from the fire department to respond.

Commissioner Shaw asked about a sprinkler issue. Mr. Gill said a fire alarm went off and there was a charge to resolve the issue.

Commissioner Shaw asked about the Section 8 report loss. Mr. Gill responded the EOHA lease ups are down for the year and HUD is holding money back.

There was further discussion about handling the court evictions.

3. ADJOURNMENT

Work Session was adjourned at 6:55 PM.

**REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE
HOUSING AUTHORITY, HELD ON OCTOBER 14, 2025 AT 210 NORTH GROVE
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 14th day of Octobuer, 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
Commissioner Beth Coleman
Commissioner Taahirah Muhammad
Commissioner Maria Moss
Commissioner Walter Waters
Commissioner Nicole Amos

ABSENT:

Vice-Chairman W.G. Harris

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Kassema Jones, Regional Project Manager
Ms. Celeste Spivey, HR Generalist
Ms. Ashley Mitchell, Asst. Property Manager
Ms. Donna Matozzi, Controller
Ms. Frendy DeLeon, FSS Coordinator
Ms. Tuesday Whitney, FSS Manager
Ms. Denise Milton, HCVP Manager
Ms. Rene Daniels, Acting Property Manager
Ms. Noelle Van Baaren, 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 October 14, 2025, for the purpose of acting upon:

- 2025-35 AUTHORIZING OR RATIFYING PAYMENT OF THE BILL LIST FOR THE MONTH OF SEPTEMBER 2025**
- 2025-36 RESOLUTION FOR LATE SUBMISSION OF THE 2025 EAST ORANGE HOUSING AUTHORITY BUDGET**
- 2025-37 RESOLUTION ADOPTING REVISIONS TO THE EMPLOYEE HANDBOOK PERSONNEL POLICY OF THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE**
- 2025-38 RESOLUTION AUTHORIZING THE SUBMISSION OF THE 2026 ANNUAL AND 5-YEAR PLAN OF THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE TO THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**
- 2025-39 LOCAL FINANCE BOARD SUBMISSION OF 2024 AUDIT REPORT**
- 2025-40 RESOLUTION AUTHORIZING THE EAST ORANGE HOUSING AUTHORITY (EOHA) IN CONJUNCTION WITH THE EAST ORANGE HOUSING & COMMUNITY DEVELOPMENT CORPORATION (EOHCDC) TO HOLD A BOARD RETREAT**

**2025-41 RESOLUTION RATIFYING THE RESTRUCTURING OF THE
EAST ORANGE HOUSING AUTHORITY STAFFING FOR
ECONOMY AND EFFICIENCY**

**2025-42 RESOLUTION AUTHORIZING THE ATTENDANCE OF RENEE
DANIELS AND FRENDY DE LEON TO THE NJHMFA 2025
FALL LOW INCOME HOUSING TAX CREDIT TRAINING IN
HAMILTON, NJ, OCTOBER 22-24, 2025**

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
Commissioner Walter Waters
Commissioner Taahirah Muhammad
Commissioner Beth Coleman
Commissioner Maria Moss
Commissioner Nicole Amos

ABSENT:

Vice-Chairman W.G. Harris

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Kassema Jones, Regional Project Manager
Ms. Celeste Spivey, HR Generalist
Ms. Ashley Mitchell, Asst. Property Manager
Ms. Donna Matozzi, Controller
Ms. Frendy DeLeon, FSS Coordinator
Ms. Tuesday Whitney, FSS Manager
Ms. Denise Milton, HCVP Manager
Ms. Rene Daniels, Acting Property Manager
Ms. Noelle Van Baaren, Esq., Legal Counsel

2. MINUTES

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

ROLL CALL:

Ayes: Amos, Muhammad, Coleman, Moss, Waters,
Shaw.
Nays: None.
Abstentions: None.

The Resolution was approved 6-0-0.

3. APPROVAL OF THE BILLS

MOTION: Commissioner Waters to approve the payment of the bills for September of 2025. Commissioner Amos seconded. There were no questions.

ROLL CALL:

Ayes: Muhammad, Coleman, Moss, Waters, Amos, Shaw.

Nays: None.

Abstentions: None.

The Resolution was approved 6-0-0.

4. VISITORS

Mr. Giampolo covered the audit report.

5. REPORTS

COMMITTEE REPORTS

Mr. Gill covered information regarding Section 8.

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

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

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

Ms. Irby 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 Amos seconded. There were no questions.

ROLL CALL:

Ayes: Amos, Coleman, Muhammad, Waters, Moss,
Shaw.
Nays: None.
Abstentions: None.

The motion was approved 6-0-0. The Commissioners went into Executive Session at 8:24pm.

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

ROLL CALL:

Ayes: Amos, Coleman, Muhammad, Waters, Moss,
Shaw.
Nays: None.
Abstentions: None.

The motion was approved 6-0-0. The Commissioners returned to open session at 8:59pm.

9. RESOLUTIONS

2025-36 RESOLUTION FOR LATE SUBMISSION OF THE 2025 EAST ORANGE HOUSING AUTHORITY BUDGET

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

ROLL CALL:

Ayes: Amos, Coleman, Muhammad, Waters, Moss,
Shaw.
Nays: None.
Abstentions: None.

The Resolution was approved 6-0-0.

**2025-37 RESOLUTION ADOPTING REVISIONS TO THE EMPLOYEE
HANDBOOK PERSONNEL POLICY OF THE HOUSING
AUTHORITY OF THE CITY OF EAST ORANGE**

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

ROLL CALL:

Ayes: Amos, Coleman, Muhammad, Waters, Moss,
Shaw.
Nays: None.
Abstentions: None.

The Resolution was approved 6-0-0.

**2025-38 RESOLUTION AUTHORIZING THE SUBMISSION OF THE
2026 ANNUAL AND 5-YEAR PLAN OF THE HOUSING
AUTHORITY OF THE CITY OF EAST ORANGE TO THE
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

Commissioner Amos moved to approve.
Commissioner Coleman seconded.

Mr. Gill explained details of the 5-Year Plan to the Commissioners. There were no questions.

ROLL CALL:

Ayes: Amos, Coleman, Muhammad, Waters, Moss, Shaw.

Nays: None.

Abstentions: None.

The Resolution was approved 6-0-0.

2025-39 LOCAL FINANCE BOARD SUBMISSION OF 2024 AUDIT REPORT

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

ROLL CALL:

Ayes: Amos, Coleman, Muhammad, Waters, Moss, Shaw.

Nays: None.

Abstentions: None.

The Resolution was approved 6-0-0.

2025-40 RESOLUTION AUTHORIZING THE EAST ORANGE HOUSING AUTHORITY (EOHA) IN CONJUNCTION WITH THE EAST ORANGE HOUSING & COMMUNITY DEVELOPMENT CORPORATION (EOHCDC) TO HOLD A BOARD RETREAT

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

ROLL CALL:

Ayes: Amos, Coleman, Muhammad, Waters, Moss,
Shaw.

Nays: None.

Abstentions: None.

The Resolution was approved 6-0-0.

**2025-41 RESOLUTION RATIFYING THE RESTRUCTURING OF THE
EAST ORANGE HOUSING AUTHORITY STAFFING FOR
ECONOMY AND EFFICIENCY**

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

ROLL CALL:

Ayes: Amos, Coleman, Muhammad, Waters, Moss,
Shaw.

Nays: None.

Abstentions: None.

The Resolution was approved 6-0-0.

**2025-42 RESOLUTION AUTHORIZING THE ATTENDANCE OF RENEE
DANIELS AND FRENDY DE LEON TO THE NJHMFA 2025
FALL LOW INCOME HOUSING TAX CREDIT TRAINING IN
HAMILTON, NJ, OCTOBER 22-24, 2025**

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

ROLL CALL:

Ayes: Amos, Coleman, Muhammad, Waters, Moss,
Shaw.

Nays: None.

Abstentions: None.

The Resolution was approved 6-0-0.

10. ADJOURNMENT

Commissioner Waters moved to adjourn.

Commissioner Coleman seconded. By unanimous out by
Waters acclamation the meeting was adjourned at 9:18pm.

MINUTES OF AN EXECUTIVE SESSION MEETING OF THE BOARD OF
COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY,
HELD ON OCTOBER 14, 2025, AT 210 NORTH GROVE STREET,
EAST ORANGE, NJ

1. ROLL CALL

The Executive Session meeting was called to order at 8:24PM by Chairperson Shaw.

PRESENT:

Chairperson Fred Shaw
Commissioner Walter Waters
Commissioner Beth Coleman
Commissioner Tahirah Muhammad
Commissioner Maria Moss
Commissioner Nicole Amos

ABSENT:

Vice-Chairperson W.G. Harris

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Noelle Van Barren, Esq., Legal Counsel

2. OPEN DISCUSSION

There was discussion about an employee who resigned during a reorganization of the EOHA.

3. ADJOURNMENT

The Executive Session adjourned at 8:59 p.m.