

**Housing Authority of the City of Cape May**  
**Regular Board of Commissioner Meeting Minutes**  
**December 16, 2024 - 4:00 p.m.**

The regular meeting of the Housing Authority of the City of Cape May (CMHA) was held December 16, 2024, at 4:00 p.m. in the Management Offices of the CMHA located at 639 Lafayette Street, Cape May, NJ 08204.

The meeting was called to order by Chairperson Lafferty who requested everyone to rise for the Pledge of Allegiance.

Chairperson Lafferty read the Sunshine Law.

Upon the call those presents were:

Chairperson Dr. Lafferty	(in person)
Vice-Chair Hodgetts	(in person)
Commissioner Dr. Martz	(in person)
Commissioner Nuschke	(via Teams)
Commissioner Towns	(in person)
Commissioner Dr. Traficante	(in person)

Commissioner not present: Faison

Also, present were Jacqueline Jones, Executive Director, Ron Miller, Director of Affordable Housing, Mike Watson, Esquire – Solicitor (via Teams), Linda Cavallo, Fee Accountant and Maryellen Francke, Site Manager

**Minutes**

Chairperson Lafferty requested a motion to approve the Regular Minutes from November 25, 2024, Board Meeting. A motion was made by Commissioner Traficante and seconded by Vice-Chair Hodgetts. The following vote was taken:

Chairperson Dr. Keith Lafferty	(Abstain)
Vice-Chair Patricia Hodgetts	(Yes)
Commissioner Dr. Patricia Martz	(Abstain)
Commissioner Laurel Nuschke	(Yes)
Commissioner Linda Towns	(Yes)
Commissioner Dr. Traficante	(Yes)

Chairperson Lafferty asked Ms. Cavallo to present the monthly accounting report.

Ms. Avena presented the two-month-end Income & Expense Statement.

**Executive Director’s Report:**

Ms. Jones noted two (2) vacancies, one (1) at Lafayette to be leased up as of December 20, 2024; one (1) Broad to be leased up before the next board meeting.

**HOLIDAY ACTIVITIES:**

Ms. Jones asked Vice-Chair Hodgetts to provide an update on the Christmas Event.

Ms. Hodgetts said that the Secret Santa event was an enormous success. There were lots of volunteers to help the children with the wrapping of presents and making cards. The Seniors were also invited, there was a good turnout with a lot of interaction with their neighbors. Refreshments were served for both events; the seniors were given packages to take home.

**AUDIT:**

Ms. Jones noted the audit for the year ending 9-30-2023 is complete and it is anticipated that the Auditor will be available to make the presentation at the January 2025 Board Meeting.

**CMHA WAITING LIST:**

Ms. Jones stated as previously reported there will be a change in the process concerning the waiting list. It will be centralized in Vineland. However, the Cape May Housing Authority will show and lease up the unit.

**REVITALIZATION PROGRAM:**

Ms. Jones reminded the Board that the City was to reach out to the Authority when they wanted to continue the conversation concerning their COAH requirements. This has not happened, so the Authority will attempt to reach out to them after the first of the year to see when further discussions can be held on this matter.

Commissioner Traficante reported the City is looking at doing Employee Housing through apartments above the retail stores in the mall as well as across from the Church. There may also be plans to build a parking garage for those Tenants.

Chairperson Lafferty then addressed the resolutions as follows:

**Resolution #2024-36**  
**Resolution Approving December 2024 Expenses**

Chairperson Lafferty called for a motion to approve Resolution 2024-36 A motion was made by Vice-Chair Hodgetts seconded by Commissioner Towns.

The following vote was taken:

Chairperson Dr. Keith Lafferty	(Yes)
Vice-Chair Patricia Hodgetts	(Yes)
Commissioner Dr. Patricia Martz	(Yes)
Commissioner Laurel Nuschke	(Yes)
Commissioner Linda Towns	(Yes)
Commissioner Dr. Traficante	(Yes)

**Resolution #2024-37**  
**Resolution Approving Flat Rent Schedule**

Chairperson Lafferty called for a motion to approve Resolution 2024-37. A motion was made by Commissioner Traficante seconded by Vice-Chair Hodgetts.

The following vote was taken:

Chairperson Dr. Keith Lafferty	(Yes)
Vice-Chair Patricia Hodgetts	(Yes)
Commissioner Dr. Patricia Martz	(Yes)
Commissioner Laurel Nuschke	(Yes)
Commissioner Linda Towns	(Yes)
Commissioner Dr. Traficante	(Yes)

**Resolution #2024-38**  
**Resolution Approving Trash Removal Services**

Chairperson Lafferty called for a motion to approve Resolution 2024-38. A motion was made by Commissioner Traficante seconded by Vice-Chair Hodgetts.

The following vote was taken:

Chairperson Dr. Keith Lafferty	(Yes)
Vice-Chair Patricia Hodgetts	(Yes)
Commissioner Dr. Patricia Martz	(Yes)
Commissioner Laurel Nuschke	(Yes)
Commissioner Linda Towns	(Yes)
Commissioner Dr. Traficante	(Yes)

**Resolution #2024-39**  
**Resolution Approving Pest Control Services**

Chairperson Lafferty called for a motion to approve Resolution 2024-39. A motion was made by Commissioner Traficante seconded by Vice-Chair Hodgetts.

The following vote was taken:

Chairperson Dr. Keith Lafferty	9(Yes)
Vice-Chair Patricia Hodgetts	(Yes)
Commissioner Dr. Patricia Martz	(Yes)
Commissioner Laurel Nuschke	(Yes)
Commissioner Linda Towns	(Yes)
Commissioner Dr. Traficante	(Yes)

Chairperson Lafferty called for any comments from the Board.

With no further business to discuss, Chairperson Lafferty entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Towns; seconded by Commissioner Traficante. The Board Members unanimously carried the vote present. The Regular Meeting of the Board of Commissioners was adjourned at 4:15p.m.

Respectfully submitted,



Jacqueline S. Jones  
Executive Director