

February 23<sup>rd</sup>, 2026

**Sunshine Law:** This meeting is being held in conformance with the New Jersey Open Public Meeting Act, otherwise known as the "Sunshine Law." It has been legally noticed in accordance with the law and copies have been given to those requesting the same.

- I. CALL TO ORDER
- II. ACTION ON PREVIOUS MINUTES  
ACTION ON EXECUTIVE MINUTES
- III. COMMUNICATIONS
- IV. BILLS-None
- V. TREASURER'S REPORT
- VI. ATTORNEY'S REPORT
- VII. PRD'S REPORT-attached
- VIII. OLD BUSINESS
- IX. NEW BUSINESS
- X. ADJOURNMENT

CAUCUS MEETING: 5:00  
Meeting- immediately following caucus meeting.

GLOUCESTER CITY HOUSING AUTHORITY

Minutes for November 24<sup>th</sup>, 2025, Meeting.

**CALLED TO ORDER AT:** Charles Pacifico, Chairman

ROLL CALL:

	<u>PRESENT</u>	<u>ABSENT</u>
PACIFICO		X
MCSWEENEY	X	
HILLMAN	X	
KAIN	X	
Michel		X
WALSH	X	
MURPHY	X	

Others Present- C. Wigginton, D. Yorkman, and L. Warner.

ACTION ON PREVIOUS MINUTES

**Motion to accept Previous Minutes:** E. Walsh - yes and seconded by J. Murphy. All those in favor, say aye.

Roll Call: C. Pacifico - A, M. McSweeney - yes, G. Hillman - yes, C. Kain, - yes, R. Michel, - A, E. Walsh - yes, J. Murphy, - yes, Motion passed.

ACTION ON EXECUTIVE MINUTES:

**Motion to accept Executive Minutes:** E. Walsh - yes and seconded by J. Murphy. All those in favor, say aye.

Roll Call: C. Pacifico - A, M. McSweeney - yes, G. Hillman - yes, C. Kain, - yes, R. Michel, - A, E. Walsh - yes, J. Murphy, - yes, Motion passed.

COMMUNICATIONS:

None

BILLS- None

**TREASURER'S REPORT:**

**Motion to accept Previous Treasure's Report:** C. Kain - yes and seconded by J. Murphy. All those in favor, say aye.

Roll Call: C. Pacifico - A, M. McSweeney - yes, G. Hillman - yes, C. Kain, - yes, R. Michel, - A, E. Walsh - yes, J. Murphy, - yes, Motion passed.

**ATTORNEY'S REPORT**

**Motion to accept Attorney's report:** C. Kain - yes and seconded by J. Murphy. All those in favor, say aye.

Roll Call: C. Pacifico - A, M. McSweeney - yes, G. Hillman - yes, C. Kain, - yes, R. Michel, - A, E. Walsh - yes, J. Murphy, - yes, Motion passed.

**PRD REPORT**

**Motion to accept PRD's report:** C. Kain - yes and seconded by J. Murphy. All those in favor, say aye.

Roll Call: C. Pacifico - A, M. McSweeney - yes, G. Hillman - yes, C. Kain, - yes, R. Michel, - A, E. Walsh - yes, J. Murphy, - yes, Motion passed.

**OLD BUSINESS**

Continued discussion on safety and security for tenants & staff.

Per the Board directions the cost of implementing 24-hour service has been reviewed and discussed at the meeting.

**NEW BUSINESS**

Continued discussion on safety and security for tenants & staff.

Per the Board directions the cost of implementing 24-hour service has been reviewed and discussed at the meeting.

Resolution 25-11-81 was approved by the board.

**MOTION TOO GO INTO EXECUTIVE SESSION**

E. Walsh and seconded by J. Murphy.

**MOTION TOO COME OUT OF EXECUTIVE SESSION**

E. Walsh and seconded by J. Murphy.

**Adjournment**

Motion to adjourn, C. Kain and seconded by E. Walsh.  
All those in favor say yes, answered unanimously. Motion passed.

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**Meeting immediately following caucus meeting.**



## Activity Report for Gloucester Towne as of 02.18.2026

Monthly Board meetings will be held at 5:00 pm at Gloucester Towne.

### Financial updates & Board Action Items:

Management is actively coordinating with HUD to develop and implement a plan that will bring the property back on schedule with the required monthly R&R deposits. We will continue to keep the Board informed as progress is made and as the schedule is restored.

The HUD rent increase for 2025 was not received due to HUD's delay. Management is working with HUD, and we expect the rent increase, totaling approximately \$58,140, to be received by March 1.

### **234 Essex Street / Proposed Conveyance of 34 North King Street**

**Update as of January 16, 2026:** Sue provided Sean Darby with the requested documents, including the Modified Rental Assistance Agreement, Partial Release, and Title Report. According to Sean Darby, HUD's legal department is currently backlogged; however, they are reprioritizing the review, which is expected to occur within the next 30–60 days. There have been no further updates as of today. In the meantime, as directed by HUD, various testing (lead/radon) is being performed by Dominion. It is expected that HUD will require a reac inspection of the property as well.

### **Insurance Claim – Stacy Johnson**

Stacy Johnson, a resident of 335 Hudson Street, filed a civil complaint against the Gloucester City Housing Authority. On May 22, 2025, legal counsel from Brown & Brown contacted us, and Elizabeth O'Connell of Zarwin Baum subsequently requested that GCHA provide documentation and information related to the complaint.

Update: We received correspondence from Elizabeth O'Connell regarding the draft responses to the interrogatories, which she prepared based on information from GCHA staff and the insurance carrier. The defendant's responses were signed on September 29, 2025. There have been no further updates as of today.

**Occupancy /Vacancy updates:**

This property is 94.51% occupied in available units. 234 Essex Street has been designated as an uninhabitable unit and taken offline (no subsidy will be received).

<b>Overview of Vacancies</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
# of Applicants on the waitlist	187	198	184
Apartment Turnovers	9	16	5
Currently Vacant Units (Rented but still awaiting move-in)	N/A	N/A	6
*pending MI this next month			1

**Pending move-ins:** Apt. 519 M/I - 02.19.2026

Apt. 41sbur, Apt. 108, Apt. 110, Apt. 315, Apt. 507

Pending Move-Outs for February 2026:

- **Apt. 124K** – Lock-out scheduled for Wednesday, February 25, 2026
- **Apt. 406** – Move Out scheduled for Friday, February 27, 2026

**Special Claims:** None at the present time.

**Physical / Maintenance updates:**

**Inspections**

- The HUD REAC/NSPIRE inspection date is pending.
- **Other Annual Inspections:**
  - Gloucester City Housing and Building Annual Rental Registration Inspections for the scattered-site properties have begun. We have received mailed notices for the specific houses already scheduled for inspection. We are currently awaiting the inspection schedule letter for the 91 units.
  - Gloucester City Housing and Building, or the Gloucester City Fire Department, will complete the 2026 Lead-Safe Certificate and Report for all scattered-site properties. We will be notified by mail when the inspection is scheduled for the 2026 renewal.
  - Bedbugs & Pest Management: None

Large Maintenance Items Completed in the Last Six Months	Date	Cost
Emergency Repair Fire Department Connection Pipe Assembly	TBA	\$12,379.39

Large Maintenance Items planned for the next six months	Target Date	Est Cost
Front & Rear Security Entry Doors	TBA	\$40,000.00
Fencing, Updated Access Gates, and Fob System	TBA	\$75,700.00
Perimeter Lighting	TBA	\$5,600.00
Swap Access Control System	TBA	\$5,318.00

**Other Maintenance Updates & Special Projects: None**

**Resident Life and Activities:**

- First Friday of each month- Communion with St. Mary's Church- Avg. 5 residents
- Epiphany Church sings along and shares Bible verses on the first Saturday of each month, with an average of 8 residents.
- Every Tuesday, Thursday, Friday & Saturday Night- Game Night 6:30 pm -12 residents attend (Pokeno-ShuffleBoard-Cards or Right-Left-Center)
- BINGO -Wednesday nights at 6 pm-16 residents.

**VARIOUS EVENTS HELD**

- Dec. 5 tree decorating ugly sweater contest 17 residents attended
- Dec 10 resident nomination and voting of new Executive Committee 20 residents attended
- Dec 14- Holiday Carolers from Epiphany Baptist Church- 15 residents attended
- Dec 25 Free holiday dinner delivery, 22 residents participated
- Jan 23 hearing tests with Hearing Life-11 residents participated 2- getting hearing assistance
- Feb 11-BINGO with Wellpoint- 12 residents participated
- Feb 4-Comcast-senior internet Programs with Jim Kincaid, 9 residents participated

**FUTURE EVENTS: -scheduled**

- Alzheimer's Association awareness and caregiver education seminar on March 18
- TD Bank Fraud awareness training with Michelle Impoco-Date to be determined
- Broad Zero Insurance Seminar-Bunnies and Benefits with Stephanie Hall- March 20th -live bunnies to pet and hold
- Trinity Health- PACE Program Info- Date to be determined