

March 23rd, 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 March 2nd, 2025, Meeting.

CALLED TO ORDER AT: Charles Pacifico, Chairman

ROLL CALL:

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

Others Present- C. Wigginton, S. McElhatton, and L. Warner.

ACTION ON PREVIOUS MINUTES

Motion to accept Previous Minutes: J. Murphy - yes and seconded by R. Michel. All those in favor, say aye.
Roll Call: C. Pacifico - A, G. Hillman - yes, C. Kain, - yes, R. Michel, - yes, E. Walsh - A, J. Murphy, - yes, Motion passed.

ACTION ON EXECUTIVE MINUTES:

Motion to accept Executive Minutes: R. Michel - yes and seconded by C. Pacifico. All those in favor, say aye.
Roll Call: C. Pacifico - A, G. Hillman - yes, C. Kain, - yes, R. Michel, - yes, E. Walsh - A, J. Murphy, - yes, Motion passed.

COMMUNICATIONS:

None

BILLS- None

TREASURER'S REPORT:

Motion to accept Previous Treasure's Report: G. Hillman - yes and seconded by J. Murphy. All those in favor, say aye.
Roll Call: C. Pacifico - A, G. Hillman - yes, C. Kain, - yes, R. Michel, - yes, E. Walsh - A, J. Murphy, - yes, Motion passed.

ATTORNEY'S REPORT

Motion to accept Attorney's report: R. Michel - yes and seconded by J. Murphy. All those in favor, say aye.
Roll Call: C. Pacifico - yes, G. Hillman - yes, C. Kain, - yes, R. Michel, - yes, E. Walsh - A, J. Murphy, - yes, Motion passed.

PRD REPORT

Management reported on recent discussions with HUD regarding the Reserve for Replacement (R&R) account. It was noted that the R&R account has not been fully funded due to ongoing operating expenses. HUD has been made aware of this situation and has approved a loan from the R&R account to GCHA. Management further reported that PRD is actively repaying the loan. Additionally, PRD is in discussions with HUD to seek forgiveness of the 2025 required deposits to the R&R account and to request a reduction in the required funding amount for the current year. Updates will be provided to the Board as discussions with HUD progress.

Motion to accept PRD's report: C. Kain - yes and seconded by R. Michel. All those in favor, say aye.
Roll Call: C. Pacifico - yes, G. Hillman - yes, C. Kain, - yes, R. Michel, - yes, E. Walsh - A, 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 25-12-82 was approved by the board.

MOTION TOO GO INTO EXECUTIVE SESSION

R. Michel and seconded by G. Hillman.

MOTION TOO COME OUT OF EXECUTIVE SESSION

R. Michel and seconded by C. Kain.

Adjournment

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

Meeting immediately following caucus meeting.



Activity Report for Gloucester Towne as of 03.16.2026

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

Financial updates & Board Action Items:

Management reported on ongoing coordination with HUD to develop and implement a plan to bring the property back into compliance with the required monthly Reserve for Replacement (R&R) deposits. A call with HUD representatives is scheduled for Monday, March 23, to further discuss the proposed strategy to meet operating expenses while resuming funding for the R&R account.

Management will continue to keep the Board informed as progress is made and as the funding schedule is restored.

The 2026/27 budget will be submitted for review and approval by the board.

234 Essex Street / Proposed Conveyance of 34 North King Street

Update as of March 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 also require a REAC inspection of the property.

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 95.60% occupied in available units. 234 Essex Street has been designated as an uninhabitable unit and taken offline (no subsidy will be received).

Overview of Vacancies	2024	2025	2026
# of Applicants on the waitlist	187	198	223
Apartment Turnovers	9	16	7
Currently Vacant Units (Rented but still awaiting move-in)	N/A	N/A	6
<i>*pending MI this next month</i>			3

Pending move-ins: Apt. 41sbur, 124kin, Apt. 108, Apt. 110, Apt. 406, Apt. 507

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 has completed the Annual Rental Registration inspections for the scattered-site properties.

Additionally, we have been notified that the inspection schedule for the 91 units will take place in mid-April.
 - The 2026 Lead-Safe Certificate and Report for all scattered-site properties will be completed by Gloucester City Housing and Building or the Gloucester City Fire Department. Notification of the inspection schedule for the 2026 renewal will be sent by mail.
 - 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

- Girl Scout Cookie table on Wednesday evenings in March

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
- Wellcare BINGO- April 22