



HOUSING AUTHORITY OF THE CITY OF SALEM

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A REGULAR MEETING OF THE HOUSING AUTHORITY OF THE CITY OF SALEM

May 05, 2026

- I. A regular meeting of the Housing Authority of the City of Salem (SHA) Board of Commissioners was held on Thursday, March 25, 2026, at the Broadway Tower Community Room. 205 Seventh Street, Salem, NJ. The meeting was in person and via zoom. The meeting commenced at 8:00am. Chair Moritz, for Board of Commissioners, read the Sunshine Law notification indicating the Sunshine Law had been met, properly posted, and advertised.
- II. **Roll Call:** Board Secretary announced the roll call. Present were Commissioners Annalisa Moritz, Commissioner Christopher Colon, Commissioner Kiersten Wesley Henson, and Commissioner Dawn Johnson, Commissioner Wadiya Davenport, and Commissioner Diane Wood. Also present were Adam Telsey; Jennifer Derevlany, for Property Management services; Alesia Watson for housing consulting, Gail Walker for Section 8 consulting; and Charles Matthew Bailey, Executive Director.

Absent: No Absence

- III. **Approval of Minutes:** The following meeting minutes were approved:
 - June 18, 2025
 - July 24, 2025
 - August 21, 2025
 - September 25, 2025
 - December 18, 2025
 - December 30, 2025
 - April 02, 2026
- IV. **Public Comment:** Two members of the public were present via zoom and did not provide comment.
- V. **Salem City Updates:** There were no Salem City updates at this meeting

VI. **Executive Director's Report:** Updates were provided on the following topics in the board packet for commissioners and the commissioners were invited to engage in comments and questions for the following items:

- Property Management Update
- Maintenance Management Update
- April Rent Postings (3) postings
- Section 8 Update

VII. **Financial Analysis**

The Board reviewed the Authority's financial performance and noted a loss over the previous six months, compared to a projected profit.

Discussion included issues related to bounced checks resulting from insufficient cash monitoring. Four checks were returned during the prior month, three of which have since been resolved.

The Board reviewed the status of Capital Fund Program 2025, which currently has approximately \$364,000 in remaining funds.

VIII. **Resolutions for Consideration**

• **No. 31 of 2026 Resolution Approving Award for Lawn Care and Snow Removal**

Approval of lawn care and snow removal services contract with Team Green Landscaping in the amount of \$65,000 annually.

Motion: Wood
Second: Colon

	Motion	Second	Yea	Nay	Abstain	Absent
Commissioner Wood	X		X			
Commissioner Johnson			X			
Commissioner Henson			X			
Commissioner Davenport			X			
Vicechair Colon		X	X			
Chair Person Moritz			X			

• **No. 32 of 2026 Resolution Authorizing Renewed Agreement with Siemens for Fire Safety Services**

Renewal of fire safety services contract with Siemens for \$7,345 annually.

Motion: Wood
Second: Colon

	Motion	Second	Yea	Nay	Abstain	Absent
Commissioner Wood	X		X			
Commissioner Johnson			X			
Commissioner Henson			X			
Commissioner Davenport			X			
Vicechair Colon		X	X			
Chairperson Moritz			X			

- **No. 33 of 2026 Resolution Authorizing Renewed Agreement with Simens for Property Monitoring of Broadway Towers**

Renewal of property monitoring services through Siemens for Broadway Towers in an amount not to exceed \$1,470.

Motion: Johnson
Second: Davenport

	Motion	Second	Yea	Nay	Abstain	Absent
Commissioner Wood			X			
Commissioner Johnson	X		X			
Commissioner Henson			X			
Commissioner Davenport		X	X			
Vicechair Colon			X			
Chairperson Moritz			X			

- **No. 34 of 2026 Resolution Approving the Admissions and Continued Occupancy Policy**

Adoption of the Admissions and Continued Occupancy Policy (ACOP) following completion of the required public comment period.

Motion: Wood
Second: Colon

	Motion	Second	Yea	Nay	Abstain	Absent
Commissioner Wood	X		X			
Commissioner Johnson			X			
Commissioner Henson			X			
Commissioner Davenport			X			
Vicechair Colon		X	X			
Chairperson Moritz			X			

- **No. 35 of 2026 Resolution Approving the Revisions to Unit Lease to change utility responsibility**

Approval of revisions to the dwelling lease, including provisions requiring new tenants to assume responsibility for utility costs.

Motion: Colon
Second: Henson

	Motion	Second	Yea	Nay	Abstain	Absent
Commissioner Wood			X			
Commissioner Johnson			X			
Commissioner Henson		X	X			
Commissioner Davenport			X			
Vicechair Colon	X		X			
Chairperson Moritz			X			

- **No. 36 of 2026 Resolution Recording the monthly expenditure register for April 2026**

Motion: Colon
Second: Wood

	Motion	Second	Yea	Nay	Abstain	Absent
Commissioner Wood		X	X			
Commissioner Johnson			X			
Commissioner Henson			X			
Commissioner Davenport			X			
Vicechair Colon	X		X			
Chairperson Moritz			X			

- **No 37 of 2026 Resolution Authorizing Executive Session**

The Board entered Executive Session to discuss:

- The status of GIF insurance
- Employment contract matters concerning Alesia Watson

Motion: Wood
Second: Johnson

	Motion	Second	Yea	Nay	Abstain	Absent
Commissioner Wood	X		X			
Commissioner Johnson		X	X			
Commissioner Henson			X			

Commissioner Davenport			X			
Vicechair Colon			X			
Chairperson Moritz			X			

- **No 38 of 2026 Resolution for the Creation of the Finance Committee Commissioner Dawn Johnson and Commissioner Diane Wood to the committee.**

Motion: Colon
Second: Henson

	Motion	Second	Yea	Nay	Abstain	Absent
Vice Chairperson Colon	X		X			
Treasurer/Commissioner Johnson			X			
Commissioner Henson		X	X			
Commissioner Wood			X			
Commissioner Davenport			X			
Chairperson Moritz			X			

1. Old Business

No Old Business Conducted

2. New Business

Commissioners were informed of the New Jersey Affordable Housing Redevelopment Agency (NJAHRA) Lunch and Learn event scheduled for June 4, 2026, in Long Branch, New Jersey.

3. Adjournment

CERTIFICATION OF BOARD RESOLUTION

I, , Secretary of the Board of Commissioners of the Housing Authority of the City of Salem, a public body corporate and politic organized and existing under the laws of the State of New Jersey, do hereby certify that the foregoing meeting minutes was duly adopted by the Board at a meeting held on the 1st day of July, 2024, at which a quorum was present and acting throughout, and that said minutes has not been amended, modified, or rescinded and remains in full force and effect as of the date hereof.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Housing Authority of the City of Salem on this 1st day of July, 2024.



Charles Matthew Bailey,
Secretary (Executive Director),
Housing Authority of the City of Salem