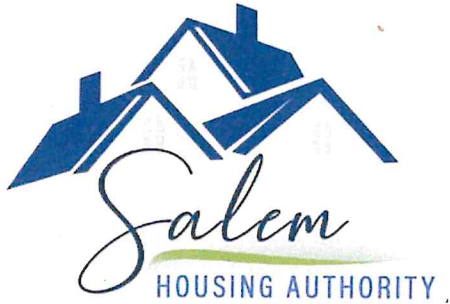


HOUSING AUTHORITY OF THE CITY OF SALEM



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

June 04, 2026

- I. A regular meeting of the Housing Authority of the City of Salem (SHA) Board of Commissioners was held on Thursday, June 04, 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, and Commissioner Wadiya Davenport. 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: Commissioner Diane Wood
- III. **Approval of Minutes:** The following meeting minutes were approved:
 - May 07, 2026
- IV. **Public Comment:** One member of the public was 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:
 - Insurance & Safety Updates
 - Property Management Update
 - Maintenance Management Update
 - May Rent Postings (3) postings
 - Section 8 Update (note: not completed, will be provided as soon as possible)

The Executive Director reported that the Housing Authority's Joint Insurance Fund (JIF) appeal hearing has been scheduled and that insurance coverage has been extended through July 1 while the appeal is under review. Since receiving the JIF inspection findings, staff have completed numerous corrective safety measures, including fire safety improvements, hazard reduction, signage installation, lighting repairs, fence and grounds maintenance, and organization of maintenance areas, with additional items still in progress. All these items were provided in the JIF Risk/Loss report from 2020 through 2025. Loss report was also provided to commissioners via email in April 2026. The Executive Director also reported on a productive meeting with the Salem County Prosecutor's Office regarding ongoing public safety concerns at Westside Court and Anderson Drive. The Prosecutor's Office provided recommendations to strengthen property security through fencing, surveillance enhancements, increased enforcement efforts, and expanded law enforcement collaboration. The Housing Authority continues to pursue alternative insurance coverage through HAI Group and will schedule a special Board meeting if a competitive proposal is received before the next regular meeting.

The Executive Director further reported that property management operations remained focused on occupancy, rent collection, compliance, and maintenance activities during May 2026. Staff completed tenant enforcement actions where necessary, continued monitoring payment agreements, significantly reduced the elderly waiting list through applicant outreach, and advanced implementation of the PHA Web maintenance tracking system. Maintenance personnel completed rehabilitation of six vacant units, responded to routine work orders, performed safety and security improvements, addressed insurance and compliance-related deficiencies, and continued preparations for upcoming HUD NSPIRE inspections to improve overall property conditions and regulatory compliance.

The Chair requested clarification regarding two vendors who share the same last name. The Executive Director explained that the vendors are married but have separate scopes of work, report directly to the Executive Director rather than to each other, and do not supervise one another. The Executive Director further stated that all required procurement forms were executed with the proposal documents and that written disclosure regarding the relationship and separation of duties was also submitted to HUD in writing via the director after verbal communication. The Executive Director also provided an update regarding the roofing contract approved by resolution in November 2025, noting that the procurement process, which had previously been reviewed by the former Board Attorney, is being revisited for compliance purposes. An administrative pause notice has been issued to the contractor while the Housing Authority addresses the procurement issue and rebids the project. The Housing Consultant went on record citing the applicable HUD procurement regulations, explaining the distinction between a Request for Bids and a Request for Proposals and the requirements applicable to each procurement method.

VII. Financial Analysis as of May 30, 2026

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

Discussion included the fee accounting concern to temporary support in the report and the amount of funds being paid out to fix units while citing issues with slow move in rates.

The board was also notified that the CFP for 2026 where still on hold as HUD reviewed the proper document to release the 2026 funds.

VIII. Resolutions for Consideration

- **No. 39 of 2026 Resolution Establishing Documents & Policy Review Committee**

Commissioners Appointed: Vicechair Colon and Davenport

Motion: Vicechair Colon

Second: Commissioner 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. 40 of 2026 Resolution Recording the monthly expenditure register for April 2026**

Motion: Commissioner Davenport

Second: Vicechair Colon

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

1. Old Business

No Old Business Conducted

2. New Business

Commissioners were informed of the New Jersey Affordable Housing Redevelopment Agency (NJAHRA) conference in Atlantic City in addition to the Governors Conference on Housing and Economic Development also the same week in Atlantic City.

3. Adjournment

CERTIFICATION OF MEETING MINUTES

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 4 day of June, 2026 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 5 day of June, 2026.



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