

**BOROUGH OF GIBBSBORO**  
**SPECIAL COUNCIL MEETING MINUTES**  
**March 10, 2026**  
**7:00 P.M.**

**Meeting called to order** at 7:00 p.m.

**Pledge of Allegiance**

**Mayor Campbell read the Opening Statement:** "All the notice requirements of the Open Public Meeting Act have been complied with in full."

**ROLL CALL**

Present:

Councilman Fred Deterding  
Councilwoman Marianne Colavita  
Councilman Andrew Parsinitz  
Councilman John Ritz

Absent:

Councilman Brandon Boots  
Councilman Glenn Werner

Professionals:

Jennifer McPeak, Esquire  
Shawn Seroka, Engineer

Salvatore J. Siciliano, Solicitor

**ORDINANCES FOR FIRST READING**

2026-06      BOND ORDINANCE PROVIDING FOR THE ACQUISITION OF A PUMPER FIRE TRUCK IN AND BY THE BOROUGH OF GIBBSBORO, IN THE COUNTY OF CAMDEN, NEW JERSEY, APPROPRIATING \$600,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$570,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF

Supplemental Debt Statement filed 3/10/26

Motion to approve on first reading: Councilman Ritz, second Councilman Parsinitz

Poll: Ayes – Deterding, Colavita, Parsinitz, Ritz

**ORDINANCES FOR SECOND READING**

2026-01      ORDINANCE AMENDING CHAPTER 311 SEWERS OF THE CODE OF THE BOROUGH OF GIBBSBORO

Public Comment:      None

Motion to approve on second reading: Councilwoman Colavita, second Councilman Parsinitz

Poll: Ayes – Deterding, Colavita, Parsinitz, Ritz

2026-02 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK – CALENDAR YEAR 2026 (N.J.S.A. 40A: 4-45.14)

Public Comment: None

Motion to approve on second reading: Councilman Ritz, second Councilman Parsinitz

Poll: Ayes – Deterding, Colavita, Parsinitz, Ritz

2026-03 AN ORDINANCE AMENDING CHAPTER 400, “ZONING”, OF THE BOROUGH OF GIBBSBORO TO REPEAL ARTICLE VI, “AFFORDABLE HOUSING PROCEDURAL AND ELIGIBILITY REQUIREMENTS” ARTICLE VII, “DEVELOPMENT FEE REQUIREMENTS” AND ARTICLE VIII, “GROWTH SHARE AFFORDABLE HOUSING OBLIGATION” AND REPLACE SUCH WITH NEW ARTICLES VI “AFFORDABLE HOUSING PROCEDURAL AND ELIGIBILITY REQUIREMENTS” AND ARTICLE VII, “DEVELOPMENT FEE REQUIREMENTS”

Public Comment: None

Motion to approve on second reading: Councilman Parsinitz, second Councilwoman Colavita

Poll: Ayes – Deterding, Colavita, Parsinitz, Ritz

**RESOLUTIONS**

2026-3-64 RESOLUTION AMENDING THE TEMPORARY BUDGET

2026-3-65 RESOLUTION APPOINTING BRETT THACKSTON TO THE GIBBSBORO POLICE DEPARTMENT AS A SPECIAL OFFICER – CLASS ONE FOR A ONE YEAR PROBATIONARY PERIOD

2026-3-66 RESOLUTION ENDORSING AN APPLICATION TO THE NEW JERSEY HISTORIC PRESERVATION FUND FOR AN HISTORIC SITES MANAGEMENT GRANT FOR THE PRESERVATION OF THE JOHN LUCAS VARNISH STACKS

2026-3-67 RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A GRANT AGREEMENT WITH THE NEW JERSEY HISTORIC TRUST AND PROVIDING FUNDING ASSURANCES

2026-3-68 RESOLUTION APPOINTING PARKER McCAY P.A. AS SPECIAL COUNSEL FOR REDEVELOPMENT

2026-3-69 RESOLUTION AUTHORIZING APPLICATION FOR PROGRAM YEAR 2026  
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING, BOROUGH OF  
GIBBSBORO, COUNTY OF CAMDEN, STATE OF NEW JERSEY

Public Comment: None

Motion to table Resolution 2026-3-68 and approve all others: Councilman Deterding,  
second Councilman Ritz

Poll: Ayes – Deterding, Colavita, Parsinitz, Ritz

### **NEW BUSINESS**

#### 1. BIDS FOR VISTA PARK, PHASE 1

2026-3-70 RESOLUTION AWARDED A CONTRACT FOR THE PROJECT  
KNOWN AS VISTA PARK, PHASE 1 IN THE BOROUGH OF  
GIBBSBORO

Motion to approve contract award with reductions: Councilman Ritz, second  
Councilman Deterding

Poll: Ayes – Deterding, Colavita, Parsinitz, Ritz

#### 2. AFFORDABLE HOUSING

2026-3-71 RESOLUTION ADOPTING AN “AFFIRMATIVE MARKETING PLAN”  
FOR THE BOROUGH OF GIBBSBORO

Motion to approve: Councilman Deterding, second Councilwoman Colavita

Poll: Ayes – Deterding, Colavita, Parsinitz, Ritz

### **VOUCHERS**

Motion to dispense reading and approve vouchers in the amount of \$120,598.74:  
Councilman Ritz, second Councilman Parsinitz

Poll: Ayes – Deterding, Colavita, Parsinitz, Ritz

### **CLOSING COMMENTS**

### **MEETING OPEN TO THE PUBLIC**

No comment

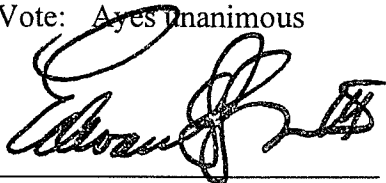
**INFORMATIONAL**

1. Next regular meeting of the Borough Council is scheduled for March 25, 2026 at 7:00 p.m.
2. The annual Easter Egg Hunt is scheduled for March 28, 2026 at 10:00 a.m. at the Cricket Field (rain date, April 4<sup>th</sup>).
3. The 54<sup>th</sup> Annual Miss Gibbsboro Pageant is scheduled for Saturday, April 18<sup>th</sup> at the Gibbsboro School Gymnasium at 3:00 p.m.

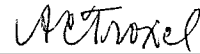
**ADJOURNMENT**

Motion to adjourn the meeting at 7:40 p.m. Councilwoman Colavita, second Councilman Parsinitz

Vote: Ayes Unanimous



Edward G. Campbell, III  
Mayor



Amy C. Troxel, RMC  
Borough Clerk

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2026-3-64

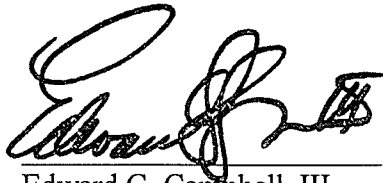
**RESOLUTION OF THE BOROUGH OF GIBBSBORO  
AMENDING THE TEMPORARY BUDGET**

**WHEREAS**, the Chief Financial Officer and the Borough Council find it necessary to increase certain appropriations within the 2026 Temporary Budget to meet the Borough's obligations.

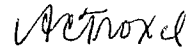
**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Borough Council of the Borough of Gibbsboro, County of Camden and State of New Jersey that the Temporary Budget is amended as follows:

Line Item	Title	Original Appropriation	Revised Appropriation
6-01-20-110-011	Salaries - Council	\$6,000.00	\$12,000.00
6-01-20-120-011	Salaries Municipal Clerk	\$30,000.00	\$60,000.00
6-01-20-130-099	Miscellaneous Finance Administration	\$4,000.00	\$12,000.00
6-01-20-135-020	Audit Services	\$8,500.00	\$16,000.00
6-01-20-145-011	Salaries Revenue Administration	\$5,000.00	\$6,000.00
6-01-20-145-099	ellaneous Revenue Administration	\$2,000.00	\$4,500.00
6-01-20-150-011	Salaries Tax Assessment Administration	\$3,500.00	\$4,500.00
6-01-21-180-011	Salaries Planning Board	\$3,500.00	\$4,500.00
6-01-21-181-099	Preparation of Master Plan	\$0.00	\$5,000.00
6-01-22-195-011	Salaries Construction Official	\$13,500.00	\$17,000.00
6-01-22-195-099	Miscellaneous Construction	\$2,500.00	\$4,000.00
6-01-22-200-011	Salaries Plumbing Inspector	\$1,500.00	\$2,500.00
6-01-22-201-011	Salaries Electrical	\$1,500.00	\$2,500.00
6-01-22-202-011	Salaries Fire Sub Code Official	\$1,500.00	\$2,500.00
6-01-22-203-011	Salaries Building Inspector	\$2,700.00	\$4,500.00
6-01-22-204-011	Salaries Fire Safety Official	\$1,100.00	\$2,200.00
6-01-22-205-011	Salaries Fire Official Inspector	\$1,100.00	\$2,200.00
6-01-23-210-020	Liability Insurance	\$25,000.00	\$30,182.50
6-01-23-210-21	Other Insurance Premiums	\$9,000.00	12,790.50
6-01-23-215-020	Workers Compensation Insurance	\$10,000.00	18,716.00
6-01-23-220-011	Health Benefits Waiver	\$1,000.00	\$2,000.00
6-01-25-252-099	Miscellaneous Emergency Management	\$1,000.00	\$2,000.00
6-01-25-260-000	Aid to First Aid Organization	\$6,500.00	\$14,000.00
6-01-25-265-073	Fire Hydrant Service	14,500.00	\$22,000.00
6-01-26-300-011	Salaries Public Works	\$33,000.00	\$40,000.00
6-01-29-405-020	Transfer to BOE Local Schools	\$0.00	61,258.30
6-01-31-435-020	Street Lighting	15,225.00	\$20,000.00
6-01-43-490-011	Salaries Municipal Court	\$3,000.00	\$4,500.00
6-01-43-495-011	Salaries Public Defender	\$1,000.00	\$1,500.00

RESOLUTION AMENDING THE TEMPORARY BUDGET



Edward G. Campbell, III  
Mayor



Amy C. Troxel, RMC  
Borough Clerk

	AYE	NAY	ABSENT	ABSTAIN
DETERDING	✓			
BOOTS			✓	
COLAVITA	✓			
PARSINITZ	✓			
RITZ	✓			
WERNER			✓	

Adopted: March 10, 2026

I HEREBY CERTIFY, that the foregoing resolution is a true copy of a resolution adopted by Mayor and Council of the Borough of Gibbsboro, New Jersey at their meeting held March 10, 2026.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the seal of this Borough.



Amy C. Troxel, RMC  
Borough Clerk

2026-3-65

**RESOLUTION OF THE BOROUGH OF GIBBSBORO  
APPOINTING BRETT THACKSTON TO THE GIBBSBORO POLICE DEPARTMENT  
AS A SPECIAL OFFICER – CLASS ONE FOR A ONE YEAR PROBATIONARY  
PERIOD**

**WHEREAS**, N.J.S.A. 40A:14-146.10 permits municipalities to appoint special law enforcement officers; and

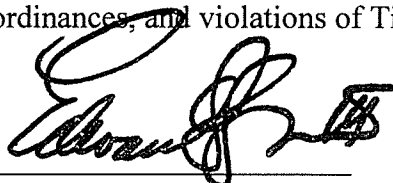
**WHEREAS**, the Mayor and Borough Council find it necessary to supplement the police department with special officers;

**WHEREAS**, class one special officers shall be authorized to perform all the duties enumerated by N.J.S.A. 40A:14-146.11(1) at the direction of the Chief of Police.

**NOW, THEREFORE BE IT RESOLVED** as follows:

1. BRETT THACKSTON is hereby appointed to the Gibbsboro Police Department as a Special Officer – Class One at the hourly rate of \$16.84 per hour.
2. That the appointment carries a probationary period of one year, during which the appointee is not considered a permanent employee.
3. That the appointment is conditioned upon the successful background investigation, completion of physical and psychological examinations, and successful completion of a PTC-approved Class One training program, agency training, and any other training prescribed by the Chief of Police.
4. That failure of the appointee to comply with any of these conditions of appointment or if at any time during the probationary period the conduct or capacity of the appointee has not been satisfactory, the appointee may be terminated by Resolution of the Governing Body without trial. The appointee shall be served with a copy of such Resolution terminating the services of the appointee.

**BE IT FURTHER RESOLVED** that Class One Special Officers shall have the power to issue summonses for disorderly persons and petty disorderly persons offenses, violations of municipal ordinances, and violations of Title 39 of the Revised Statutes.



Edward G. Campbell, III  
Mayor



Amy C. Troxel, RMC  
Borough Clerk

RESOLUTION APPOINTING BRETT THACKSTON TO THE GIBBSBORO POLICE DEPARTMENT AS A  
SPECIAL OFFICER – CLASS ONE FOR A ONE YEAR PROBATIONARY PERIOD

	AYE	NAY	ABSENT	ABSTAIN
DETERDING	✓			
BOOTS			✓	
COLAVITA	✓			
PARSINITZ	✓			
RITZ	✓			
WERNER			✓	

Adopted: March 10, 2026

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Amy C. Troxel, RMC  
Borough Clerk

2026-3-66

**RESOLUTION OF THE BOROUGH OF GIBBSBORO  
ENDORING AN APPLICATION TO THE NEW JERSEY HISTORIC  
PRESERVATION FUND FOR AN HISTORIC SITES MANAGEMENT GRANT FOR  
THE PRESERVATION OF THE JOHN LUCAS VARNISH STACKS**

**WHEREAS** John Lucas & Company was a major manufacturer of paints, varnishes and other finishes in the nineteenth and twentieth centuries and developed many innovations at the Paint Works in Gibbsboro; and

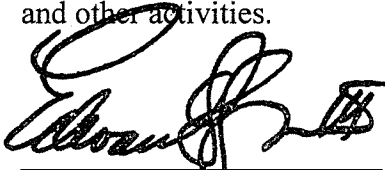
**WHEREAS** the John Lucas House is individually listed on the State of New Jersey and United States Registers of Historic Places; and

**WHEREAS** the State Historic Preservation Office (SHPO) found on February 12, 2024 that the former manufacturing plant of the John Lucas Company also qualifies under criterion A, C, and D for listing on the State of New Jersey and United States Registers of Historic Places; and

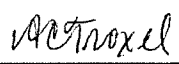
**WHEREAS** the Borough of Gibbsboro has acquired the property containing the varnish stacks and intends to preserve them; and

**WHEREAS**, the Borough of Gibbsboro seeks funding to prepare a preservation plan to stabilize and conserve the varnish stacks.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Borough Council of the Borough of Gibbsboro, County of Camden, State of New Jersey that the Borough Council fully supports the application to the New Jersey Historic Preservation Fund for funds to prepare a Preservation Plan and other activities.



Edward G. Campbell, III  
Mayor



Amy C. Troxel, RMC  
Borough Clerk

	AYE	NAY	ABSENT	ABSTAIN
DETERDING	✓			
BOOTS			✓	
COLAVITA	✓			
PARSINITZ	✓			
RITZ	✓			
WERNER			✓	

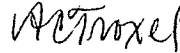
Adopted: March 10, 2026

2026-3-66

RESOLUTION ENDORSING AN APPLICATION TO THE NEW JERSEY HISTORIC PRESERVATION FUND  
FOR AN HISTORIC SITES MANAGEMENT GRANT FOR THE PRESERVATION OF THE JOHN LUCAS  
VARNISH STACKS

I HEREBY CERTIFY, that the foregoing resolution is a true copy of a resolution adopted by Mayor and Council of the Borough of Gibbsboro, New Jersey at their meeting held March 10, 2026.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the seal of this Borough.



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Amy C. Troxel, RMC  
Borough Clerk

2026-3-67

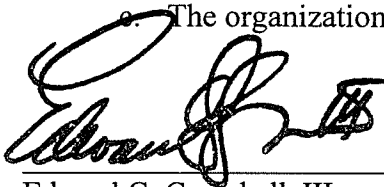
**RESOLUTION OF THE BOROUGH OF GIBBSBORO  
AUTHORIZING THE MAYOR TO EXECUTE A GRANT AGREEMENT WITH THE  
NEW JERSEY HISTORIC TRUST AND PROVIDING FUNDING ASSURANCES**

**WHEREAS**, the Governing Body of the Borough of Gibbsboro desires to further historic preservation through a grant from the New Jersey Historic Trust, State of New Jersey in the amount of \$75,000.00 for the preparation of a Preservation Plan and related work products associated with the Lucas Varnish Stacks; and

**WHEREAS**, the Governing Body further authorizes that, if awarded the grant, matching funds in the amount of \$25,000.00 are committed to complete this project within the required time frame. Therefore, the governing body authorizes Edward G. Campbell, III, Mayor of the Borough of Gibbsboro, to execute a grant agreement with the State in an amount up to that awarded for the proposed project, and to seal the grant agreement.

**NOW, THEREFORE BE IT RESOLVED** that the Governing Body further resolves and acknowledges:

- a. The facts, figures and information contained in this application, including all attachments, are true and correct;
- b. Any funds received will be expended in accord with the terms and conditions of N.J.A.C. 5:101 and the grant agreement to be executed with the New Jersey Historic Trust; and
- c. The organization agrees to abide by the time frame set forth in the grant guidelines.



Edward G. Campbell, III  
Mayor



Amy C. Troxel, RMC  
Borough Clerk

	AYE	NAY	ABSENT	ABSTAIN
DETERDING	✓			
BOOTS			✓	
COLAVITA	✓			
PARSINITZ	✓			
RITZ	✓			
WERNER			✓	

Adopted: March 10, 2026

2026-3-67

RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A GRANT AGREEMENT WITH THE NEW  
JERSEY HISTORIC TRUST AND PROVIDING FUNDING ASSURANCES

I HEREBY CERTIFY, that the foregoing resolution is a true copy of a resolution adopted by Mayor and Council of the Borough of Gibbsboro, New Jersey at their meeting held March 10, 2026.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the seal of this Borough.

*Amy C. Troxel*

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Amy C. Troxel, RMC  
Borough Clerk

2026-3-68

**RESOLUTION OF THE BOROUGH OF GIBBSBORO  
APPOINTING PARKER MCCAY P.A. AS SPECIAL COUNSEL FOR THE BOROUGH  
OF GIBBSBORO TO PROVIDE REDEVELOPMENT COUNSEL LEGAL SERVICES  
FOR THE YEAR 2026**

**WHEREAS**, there exists a need for the Borough of Gibbsboro to obtain special counsel to provide Redevelopment Counsel Legal Services for the year 2026; and

**WHEREAS**, PARKER McCAY P.A., a firm of licensed New Jersey attorneys, with the Firm's principal office at 9000 Midlantic Drive, Suite 300, P.O. Box 5054, Mount Laurel, New Jersey 08054 (hereinafter referred to as the "Attorneys") is a firm of licensed New Jersey attorneys-at-law that employs attorneys that are capable of providing specialized redevelopment legal services to the Borough; and

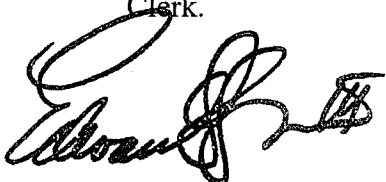
**WHEREAS**, the Local Public Contracts Law [N.J.S.A. 40A:11-1, et seq.] permits the award of contracts for "professional services" without competitive bids, and the services contemplated to be rendered by the Attorneys qualify as "professional services" under said law; and

**WHEREAS**, the Borough has reviewed existing appropriations of funds and represents that sufficient funds have been appropriated to pay for the professional services rendered by the Attorneys; and

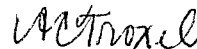
**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., requires that notice with respect to contracts for Professional Services is awarded under a Fair and Open Process and must be publicly advertised.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Gibbsboro, County of Camden, State of New Jersey as follows:

1. The law firm of PARKER McCAY P.A. of Mount Laurel, New Jersey is hereby retained to provide specialized legal services necessary in connection with the Borough of Gibbsboro in accordance with an Agreement submitted to the Borough (the "Contract").
2. The Contract is awarded under a Fair and Open Process as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.
3. A notice in accordance with the Local Public Contracts Law of New Jersey in the form attached hereto shall be published in the Borough's legal newspaper.
4. A copy of this resolution as well as the Contract shall be placed on file with the Borough Clerk.



Edward G. Campbell, III  
Mayor



Amy C. Troxel, RMC  
Borough Clerk

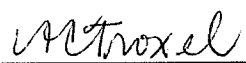
RESOLUTION APPOINTING PARKER MCCAY P.A. AS SPECIAL COUNSEL FOR THE BOROUGH OF GIBBSBORO TO PROVIDE REDEVELOPMENT COUNSEL LEGAL SERVICES FOR THE YEAR 2026

	AYE	NAY	ABSENT	ABSTAIN
DETERDING	✓			
BOOTS			✓	
COLAVITA	✓			
PARSINITZ	✓			
RITZ	✓			
WERNER	✓			

Adopted: March 10, 2026

I HEREBY CERTIFY, that the foregoing resolution is a true copy of a resolution adopted by Mayor and Council of the Borough of Gibbsboro, New Jersey at their meeting held March 10, 2026.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the seal of this Borough.

  
 \_\_\_\_\_  
 Amy C. Troxel, RMC  
 Borough Clerk

2026-3-69

**RESOLUTION OF THE BOROUGH OF GIBBSBORO  
AUTHORIZING AN APPLICATION FOR PROGRAM YEAR 2026 COMMUNITY  
DEVELOPMENT BLOCK GRANT FUNDING, BOROUGH OF GIBBSBORO,  
COUNTY OF CAMDEN, STATE OF NEW JERSEY**

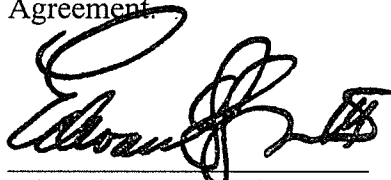
**WHEREAS**, the Camden County Improvement Authority provides funding for certain infrastructure improvements or services under Community Development Block Grant Funding; and

**WHEREAS**, the Governing Body has chosen to submit an application for Program Year 2026; and

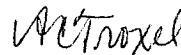
**WHEREAS**, the Governing Body has agreed to apply for funding for the following project;

*PROPOSED BUILDING ADDITION TO THE GIBBSBORO SENIOR CENTER*

**NOW THEREFORE BE IT RESOLVED** by the Governing Body of the Borough of Gibbsboro, County of Camden, State of New Jersey that the Mayor is hereby authorized to execute the Project Description Form for Program Year 2026 along with the Community Development Grant Agreement.



Edward G. Campbell, III  
Mayor



Amy C. Troxel, RMC  
Borough Clerk

	AYE	NAY	ABSENT	ABSTAIN
DETERDING	✓			
BOOTS			✓	
COLAVITA	✓			
PARSINITZ	✓			
RITZ	✓			
WERNER			✓	

Adopted: March 10, 2026

I HEREBY CERTIFY, that the foregoing resolution is a true copy of a resolution adopted by Mayor and Council of the Borough of Gibbsboro, New Jersey at their meeting held March 10, 2026.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the seal of this Borough.



Amy C. Troxel, RMC  
Borough Clerk

2026-3-70

**RESOLUTION OF THE BOROUGH OF GIBBSBORO  
AWARDING A CONTRACT FOR THE PROJECT KNOWN AS VISTA PARK,  
PHASE 1 IN THE BOROUGH OF GIBBSBORO**

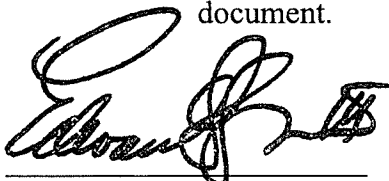
**WHEREAS, the Borough of Gibbsboro has advertised for, and received bids for the project known as Vista Park - Phase 1 at No. 6 E. Clementon Road (Block 8.01, Lot 3.09); and**

**WHEREAS, the Borough Engineer has recommended a revised scope of work as compared to the bid documents, which has been accepted by the Mayor and Council of the Borough of Gibbsboro; and**

**WHEREAS, the low bid of \$2,444,091.10 (\$2,072,539.02 with recommended revisions) was received from Think Pavers Hardscaping, LLC of Mount Royal, New Jersey; and**

**NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Gibbsboro, County of Camden, State of New Jersey, that a contract in the amount of \$2,072,539.02 for Vista Park - Phase 1 at No. 6 E. Clementon Road (Block 8.01, Lot 3.09) in the Borough of Gibbsboro, County of Camden, State of New Jersey is hereby awarded to Think Pavers Hardscaping, LLC of Mount Royal, New Jersey , conditional upon the following:**

1. That a certificate has been received from the Municipal Treasurer stating that funds are available for this Contract.
2. That the bid documents and bidding procedures have been reviewed and approved by the Municipal Solicitor.
3. That the presiding officer of this body be and is hereby directed to sign for and on its behalf the Contract for said services.
4. That the clerk of this body be and is hereby directed to seal said Contract with the corporate seal of this body and attest to the same.
5. This Resolution hereby authorizes the Mayor and Clerk to endorse the Contract document.



Edward G. Campbell, III  
Mayor



Amy C. Troxel, RMC  
Borough Clerk

	AYE	NAY	ABSENT	ABSTAIN
DETERDING	✓			
BOOTS			✓	
COLAVITA	✓			
PARSINITZ	✓			
RITZ	✓			
WERNER			✓	

Adopted: March 10, 2026

2026-3-70

RESOLUTION AWARDING A CONTRACT FOR THE PROJECT KNOWN AS VISTA PARK, PHASE 1 IN  
THE BOROUGH OF GIBBSBORO

I HEREBY CERTIFY, that the foregoing resolution is a true copy of a resolution adopted by Mayor and Council of the Borough of Gibbsboro, New Jersey at their meeting held March 10, 2026.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the seal of this Borough.



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Amy C. Troxel, RMC  
Borough Clerk

**RESOLUTION OF THE BOROUGH OF GIBBSBORO  
ADOPTING AN “AFFIRMATIVE MARKETING PLAN” FOR THE  
BOROUGH OF GIBBSBORO**

**WHEREAS**, in accordance with P.L. 2024, Chapter 2 and the New Jersey Uniform Housing Affordability Controls (“UHAC”) (N.J.A.C. 5:80-26.1 *et seq.*), the Borough of Gibbsboro is required to adopt an Affirmative Marketing Plan to ensure that all affordable housing units created are affirmatively marketed to very low-, low- and moderate-income households, particularly those living and/or working within Housing Region 5, the Housing Region encompassing the Borough of Gibbsboro.

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough Council of the Borough of Gibbsboro, County of Camden, State of New Jersey, does hereby adopt the following Affirmative Marketing Plan:

**Affirmative Marketing Plan**

- A. The Affirmative Marketing Plan is a regional marketing strategy designed to attract buyers and/or renters of all majority and minority groups, regardless of race, creed, color, national origin, ancestry, English-speaking ability, marital or familial status, gender, affectional or sexual orientation, disability, age or number of children, source of lawful income, or any other characteristic described in the New Jersey Law Against Discrimination, to housing units which are being marketed by a developer or sponsor of affordable housing. The Affirmative Marketing Plan is also intended to target those potentially eligible persons who are least likely to apply for affordable units in that region. It is a continuing program that directs all marketing activities toward the Housing Region in which the municipality is located and covers the entire period of the deed restriction for each restricted housing unit. The Borough of Gibbsboro is located in Housing Region 5, consisting of Burlington, Camden, and Gloucester Counties.
- B. The Borough of Gibbsboro has a plan to address both its Prior Round Obligation (1987-2025) and its Fourth Round Obligation (2025-2035). This Affirmative Marketing Plan shall apply to all developments that contain or will contain very low-, low- and moderate-income units, including those that are part of the Borough’s Housing Element and Fair Share Plan, and those that may be constructed in future developments not yet anticipated by the Housing Element and Fair Share Plan.
- C. The Affirmative Marketing Plan shall be implemented by the Administrative Agent under contract to the Borough of Gibbsboro, or the Administrative Agent of any specific developer approved by the municipality.
- D. All of the costs of advertising and affirmatively marketing affordable housing units shall be borne by the developers/sellers/owners of affordable unit(s), and all such advertising and affirmative marketing shall be subject to approval and oversight by the designated Administrative Agent.
- E. The implementation of the Affirmative Marketing Plan for a development that includes affordable housing shall commence at least 120 days prior to expected occupancy. The implementation of the Affirmative Marketing Plan shall continue until all very low-, low- and moderate-income housing units are initially occupied and for as long as the affordable

## RESOLUTION ADOPTING AN "AFFIRMATIVE MARKETING PLAN" FOR THE BOROUGH OF GIBBSBORO

units remain deed restricted such that qualifying new tenants and/or purchasers continues to be necessary.

- F. The Affirmative Marketing Plan is a continuing program that shall be followed throughout the entire period of affordability restrictions. In implementing the Affirmative Marketing Plan, the Administrative Agent, whether acting on behalf of the Borough of Gibbsboro or on behalf of a specific developer, shall meet the following requirements at a minimum:
1. The primary marketing and advertising must be employed at the start of the marketing program and continue until all units are leased or sold or until the number of applications received is at least three times the number of units. Additional advertising and publicity shall be on an "as needed" basis. The developer/owner shall disseminate all public service announcements and pay for display advertisements. The developer/owner shall provide proof of all publications to the Administrative Agent. All press releases and advertisements shall be approved in advance by the Administrative Agent.
  2. The advertisements shall, at a minimum, include:
    - a. The name and location of the housing project;
    - b. An address sufficient to find directions to the housing units;
    - c. A range of prices or rents for the affordable housing units;
    - d. The sizes, as measured in number of bedrooms of the affordable housing units;
    - e. The types (that is, family, age-restricted, or supportive) and number of affordable units available;
    - f. The number of units available to very low-, low-, and moderate-income households;
    - g. The accessibility features, if any, of the affordable housing units;
    - h. The maximum income permitted to qualify for the affordable housing units;
    - i. The population(s), if any, given preference in the selection process pursuant to N.J.A.C. 5:80-26.17(k)2;
    - j. Where applications (paper and online) for the affordable housing units may be found;
    - k. The expected lease-up/closing date(s) for the affordable housing units;
    - l. The expected date of the random selection;
    - m. The business hours when interested households may obtain paper applications for the affordable housing units;
    - n. Contact information, including an email address and phone number that are regularly monitored by the administrative agent;
    - o. The name of the sales agent and/or rental manager; and
    - p. Application fees, if any.

## RESOLUTION ADOPTING AN "AFFIRMATIVE MARKETING PLAN" FOR THE BOROUGH OF GIBBSBORO

3. Affirmative fair marketing of affordable units must be completed in accordance with the requirements set forth in UHAC at N.J.A.C. 5:80-26.16 in all media and outlets required by the rules.
  4. The Administrative Agent of the affordable housing development shall complete the Affirmative Fair Housing Marketing Plan, attached hereto as Attachment A, for review and approval by the Municipal Housing Liaison or the Borough's Administrative Agent, as the case may be, prior to commencement of advertising to the public.
  5. Each affordable housing development must complete worksheet substantially in the form of the model affirmative marketing worksheet published by the state.
  6. Affordable units must be listed on the New Jersey Housing Resource Center's website ([www.njhrc.gov](http://www.njhrc.gov)) in accordance with N.J.A.C. 5:80-26.16(f)1 at least 60 days before the random selection.
  7. Applications, or notices thereof, used as part of the affirmative marketing program must be available in the following locations:
    - a. List all county administration buildings in the Region
    - b. List all county libraries in the Region
  8. The Affirmative Marketing Plan shall include the following community and regional organizations: Fair Share Housing Center (FSHC), the Latino Action Network, the New Jersey State Conference of the NAACP, Willingboro NAACP, Moorestown Ecumenical Neighborhood Development (MEND), Lutheran Social Ministries (LSM), and Burlington County Community Action Program (BCCAP). Any other entities, including developers or persons or companies retained to implement the Affirmative Marketing Process, shall comply with this paragraph.
  9. The municipality's Administrative Agent, or the Administrative Agent of a specific developer, shall comply with all requirements set forth in N.J.S.A. 52:27D-321.3 et seq. with regard to the affirmative marketing of affordable housing units.
- G. The municipality's Administrative Agent shall develop, maintain and update a list of community contact person(s) and/or organizations(s) in Burlington, Camden, and Gloucester Counties that will aid in the affirmative marketing program with particular emphasis on contacts that will reach out to groups that are least likely to apply for housing within the region, including major regional employers.
- H. The municipality's Administrative Agent shall develop, maintain and update a list of major employers in Burlington, Camden, and Gloucester Counties that will aid in the affirmative marketing program.
- I. A random selection method to select occupants of very low-, low- and moderate-income housing will be used by the municipality's Administrative Agent, or the Administrative Agent of any specific developer, in conformance with N.J.A.C. 5:80-26.16(d). This Affirmative Marketing Plan provides a state-wide and regional preference for very low-, low- and moderate-income households that live and/or work in Housing Region 5, which is comprised of Burlington, Camden, and Gloucester Counties. Pursuant to the New Jersey Fair Housing Act (C.52:27D-311), a preference for very low-, low- and moderate-income veterans duly qualified under N.J.A.C. 54:4-8.10 may also be exercised, provided an

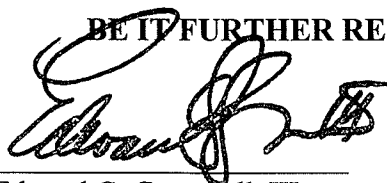
RESOLUTION ADOPTING AN "AFFIRMATIVE MARKETING PLAN" FOR THE BOROUGH OF GIBBSBORO

agreement to this effect has been executed between the developer or landlord and the municipality prior to the affirmative marketing of the units.

- J. All developers/owners of very low-, low- and moderate-income housing units shall be required to undertake and pay the costs of the marketing of the affordable units in their respective developments, subject to the direction and supervision of the municipality's Administrative Agent.

**BE IT FURTHER RESOLVED** that the appropriate municipal officials and professionals are authorized to take all actions required to implement the terms of this Resolution.

**BE IT FURTHER RESOLVED** that this Resolution shall take effect pursuant to law.



Edward G. Campbell, III  
Mayor



Amy C. Troxel, RMC  
Borough Clerk

	AYE	NAY	ABSENT	ABSTAIN
DETERDING	✓			
BOOTS			✓	
COLAVITA	✓			
PARSINITZ	✓			
RITZ	✓			
WERNER			✓	

Adopted: March 10, 2026

I HEREBY CERTIFY, that the foregoing resolution is a true copy of a resolution adopted by Mayor and Council of the Borough of Gibbsboro, New Jersey at their meeting held March 10, 2026.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the seal of this Borough.



Amy C. Troxel, RMC  
Borough Clerk

# **ATTACHMENT A**

## **Affirmative Fair Housing Marketing Plan**

**AFFIRMATIVE FAIR HOUSING MARKETING PLAN**  
 For Affordable Housing in **(REGION 5)**

**I. APPLICANT AND PROJECT INFORMATION**

(Complete Section I individually for all developments or programs within the municipality.)

Administrative Agent Name, Address, Phone Number		Development or Program Name, Address	
Number of:	Affordable Rental Units	Affordable For-Sale Units	
Affordable Units Total			
Affordable Age Restricted Units			
Affordable Non-Age Restricted Units			
Affordable Supportive Housing Units			
Price or Rental Range	Approximate Starting Dates		
From:	Advertising:	Occupancy:	
To:			
Counties <b>Burlington, Camden, Gloucester</b>		Preferences, if any: (veteran, regional, NJ)	
Accessibility Features, if any:			
Managing/Sales Agent's Name, Address, Phone Number			
Application Fees (if any):			

**Attach is a copy of the pricing calculator and a spreadsheet with information about all units, including number of bedrooms, income level, accessibility features, and square footage to this plan.**

(Sections II through V should be consistent for all affordable housing developments and programs within the municipality. and with the municipal Affordable Housing Ordinance. Sections that differ must be described in the approved contract between the municipality and the administrative agent and in the approved Operating Manual.

**II. RANDOM SELECTION**

Describe the random selection process that will be used once applications are received.
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**III. MARKETING**

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Direction of Marketing Activity: (indicate which group(s) in the housing region are least likely to apply for the housing without special outreach efforts because of its location and other factors)

White (non-Hispanic)     Black (non-Hispanic)     Hispanic     American Indian or Alaskan Native

Asian or Pacific Islander     Other group:

**REQUIRED**

5:80-26.16(g)1 requires you to advertise your project on the New Jersey Housing Resource Center for at least sixty days before conducting the random selection.

**HOUSING RESOURCE CENTER** ([www.njhousing.gov](http://www.njhousing.gov)) A free, online listing of affordable housing

**Regional Newspapers**

5:80-26.16(g)3 requires you to advertise your project in at least one regional newspaper (either online or in print). You may also select several papers with partial regional coverage, as long as all counties in the region are covered.

TARGETS ENTIRE HOUSING REGION 5				D-Digital or ND-Non-Digital
<input type="checkbox"/>	Philadelphia Inquirer	<a href="http://www.inquirer.com/">www.inquirer.com/</a>	Camden, Gloucester & Burlington	
<input type="checkbox"/>	Courier-Post Online	<a href="http://www.courierpostonline.com">www.courierpostonline.com</a>	Camden, Gloucester & Burlington	

**TARGETS PARTIAL HOUSING REGION 5**

<input type="checkbox"/>	Burlington County Times	<a href="http://www.burlingtoncountytimes.com">www.burlingtoncountytimes.com</a>	Burlington	
<input type="checkbox"/>	Retrospect	<a href="http://www.theretrospect.com">www.theretrospect.com</a>	Camden	
<input type="checkbox"/>	Woodbury Warbler	<a href="http://www.woodburywarbler.com/">www.woodburywarbler.com/</a>	Camden, Gloucester	
<input type="checkbox"/>	The Daily Journal	<a href="http://www.thedailyjournal.com">www.thedailyjournal.com</a>	Gloucester	
<input type="checkbox"/>	The New Jersey Sentinel	<a href="http://www.newjerseyhills.com/echoes-sentinel/">www.newjerseyhills.com/echoes-sentinel/</a>	Gloucester	
<input type="checkbox"/>	Gloucester City News	<a href="http://www.gloucestercitynews.net">www.gloucestercitynews.net</a>	Gloucester	

**Housing Search Websites – D – Digital**

5:80-26.16(g)4 requires you to advertise your project on at least one housing search website in addition to the NJHRC. “Housing search website” means any publicly accessible internet-based platform used to advertise residential dwelling units to the general public, including but not limited to:

- Online real estate sections of newspapers or news organizations;
- Internet websites operated or maintained by a municipal AA or affordable housing service provider that advertise affordable units in one or more municipalities;
- Commercial real estate listing platforms; and
- Other comparable online platforms customarily used to market rental or ownership housing.

List below all housing search websites to be used:

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<b>ELECTIVES</b>		
If you selected a print newspaper(s) as your regional paper above, select TWO additional strategies below with AT LEAST ONE NON-DIGITAL MARKETING STRATEGY.		
If you selected a digital newspaper(s) as your regional paper above, select AT LEAST TWO NON-DIGITAL MARKETING STRATEGIES below.		
<input type="checkbox"/> <b>Specific Radio and Television Stations – ND – Non-Digital</b>		
5:80-26.16(e)1 lists specific radio stations, and television stations throughout the housing region as marketing opportunities. If choosing this option, make sure your proposed stations cover the entire region. You may add more if desired. List the selected publications below or attach a list from the Marketing Outreach Tool.		
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		
<b>AND Paid Targeted Digital Advertising (must be selected in addition to stations above) – D – Digital</b>		
5:80-26.16(e)1 offers paid targeted digital advertising as an option. Some common platforms are listed below.		
<input type="checkbox"/>	Google Ads	
<input type="checkbox"/>	Microsoft Ads	
<input type="checkbox"/>	Bing Ads	
<input type="checkbox"/>	Other (please list)	
<input type="checkbox"/> <b>Specific Newspapers and Other Publications</b>		
5:80-26.16(e)2 lists “specific newspapers and other publications circulated within the housing region” as an option, including neighborhood-oriented weekly papers, religious publications, and organizational newsletters. If choosing this option, make sure your proposed publications cover the entire region. You may add more if desired. List the selected publications below or attach a list from the Marketing Outreach Tool.		
<input type="checkbox"/>		<b>D-Digital or ND-Non-Digital</b>
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/> <b>Employers Throughout the Housing Region – ND – Non-Digital</b>		
5:80-26-16(e)3 offers outreach to regional employers as an option. A comprehensive and regularly updated list of employers is available in the Marketing Outreach Tool. Please reach out to each listed employer in the region; you may add more if desired. If an employer no longer exists or has moved, please inform DCA.		
<input type="checkbox"/> <b>Community Organizations Throughout the Housing Region – ND – Non-Digital</b>		
5:80-26-16(e)4 offers community and regional organizations as an option, including nonprofit, religious, governmental, fraternal, civic, and other organizations. A comprehensive and regularly updated list of organizations is available in the Marketing Outreach Tool. Please reach out to each listed organization in the region. You may add more if desired. If an organization no longer exists or has moved, please inform DCA.		

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<input type="checkbox"/> <b>Municipal and County Websites – D – Digital</b>	
<i>5:80-26-16(e)5 offers municipal and county website advertising as an option. Insert the URL for the municipality. To ensure regional outreach, advertise in all county websites listed below.</i>	
Municipality:	
<a href="https://www.co.burlington.nj.us/">https://www.co.burlington.nj.us/</a>	
<a href="https://www.camdencounty.com/">https://www.camdencounty.com/</a>	
<a href="https://gloucestercountynj.gov/">https://gloucestercountynj.gov/</a>	
<input type="checkbox"/> <b>Social Media – D – Digital</b>	
<i>5:80-26.16(e)6 offers social media as an option. Some common platforms are listed below. You may place ads on these platforms or market for free on your own page.</i>	
<input type="checkbox"/>	Facebook
<input type="checkbox"/>	TikTok
<input type="checkbox"/>	Instagram
<input type="checkbox"/>	Reddit
<input type="checkbox"/>	YouTube
<input type="checkbox"/>	Snapchat
<input type="checkbox"/>	Other (please list)
<input type="checkbox"/> <b>Public Transit Stops – ND – Non-Digital</b>	
A comprehensive and regularly updated list of NJ Transit stops is available at <a href="https://www.nj.gov/dca/hmfa/about/has/">https://www.nj.gov/dca/hmfa/about/has/</a> , or in map form at <a href="http://njogis-newjersey.opendata.arcgis.com">njogis-newjersey.opendata.arcgis.com</a> . Note that you <b>must</b> get permission from NJ Transit to post flyers.	
<input type="checkbox"/> <b>Other Advertising Efforts to Groups Least Likely to be Reached</b>	

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IV. SUMMARY

Non-Digital Outreach	Digital Outreach

V. APPLICATIONS

Applications for affordable housing or notices thereof, if offered online, for the above units will be available in all County Administration Buildings and Libraries for all counties in the housing region		
	BUILDING	LOCATION
<input type="checkbox"/>	Burlington County Library Headquarters	5 Pioneer Boulevard, Westampton, NJ 08060
<input type="checkbox"/>	Burlington County Administration Building	49 Rancocas Rd, Mt. Holly NJ 08060 (609)265-5000
<input type="checkbox"/>	Camden Court House Square	520 Market St, Camden NJ 08102 (856)225-5000
<input type="checkbox"/>	Camden County Library	203 Laurel Road, Voorhees, NJ 08043 (856)772-1636
<input type="checkbox"/>	Gloucester County Court House	1 N. Broad St., Woodbury, NJ 08096 (856)853-3390
<input type="checkbox"/>	Gloucester County Library	389 Wolfert Station Road, Mullica Hill, NJ 08062 (856)223-6000
Municipality in which the units are located (list municipal building and municipal library, address, contact person)		
Sales/Rental Office for units (if applicable)		

V. CERTIFICATIONS AND ENDORSEMENTS

<p>I hereby certify that the above information is true and correct to the best of my knowledge. I understand that knowingly falsifying the information contained herein may affect the Municipality's compliance and/or any state funding.</p>	
<p>_____</p> <p>Name (Type or Print)</p>	
<p>_____</p> <p>Title/Municipality</p>	
<p>_____</p> <p>Signature</p>	<p>_____</p> <p>Date</p>