

Communities

Elm Court
 Griggs Farm
 Harriet Bryan House
 Princeton Community Village

Trustees

Toshi Abe
 Daniela Bonafede-Chhabra
 Kathleen Cassidy
 Tony Capozzoli
 Christopher Costa
 C. VanLeer Davis
 James Demetriades
 Mark Eastburn
 Kate Farewell
 Robert Fernholz
 John W. Gilmore
 Scott Harmon
 Valerie W. Haynes
 Abreah Santiago Hill
 Elizabeth Hock
 Jeffrey Hoisington
 Karen Jezierny
 Sara Just
 Jonah Lansky
 Ashley Lyu
 Thalia Mingo
 Gene Rosenblum
 Marilyn Rovira
 Nicole Shelton
 Anne Stewart
 Caroline Travers
 Thomas E. White

Community Organizations

All Saints' Church
 First Baptist Church of Princeton
 Institute for Advanced Study
 Jewish Center of Princeton
 League of Women Voters
 Mount Pisgah AME Church
 Nassau Presbyterian Church
 Princeton Monthly Meeting
 Princeton Regional Education Assn.
 Princeton Theological Seminary
 Princeton United Methodist Church
 Princeton University
 Saint Paul Parish of Princeton
 Trinity Church
 Unitarian Universalist Congregation
 of Princeton
 Witherspoon Street
 Presbyterian Church
 YWCA Princeton



**PRINCETON
 COMMUNITY
 HOUSING**

DATE: February 6, 2026

TO: Mark Freda, Mayor
 Members of Council
 Municipal Staff
 Municipality of Princeton
 400 Witherspoon Street
 Princeton, NJ 08540

FROM: Edward Truscelli, Executive Director

**RE: REQUEST FOR SUPPORT:
 Affordable Housing Trust Fund Assistance--
 Affordability Assistance Subcategory**

On behalf of Princeton Community Housing (EIN: 13-3026182), I am writing to request a grant of \$137,614 for the purpose of replacing aging HVAC outdoor rooftop (6) and outdoor ground (3) units and related indoor equipment for heating and cooling in selected Griggs Farm affordable rental apartments with new, energy-efficient electric heat pump systems to benefit nine households with very low incomes. The location of the proposed project is the GRIGGS FARM Community, Princeton, NJ in PCH's Very Low Income Rental Apartments - apartments 16, 126, 128, 130, 132, 261, 262, 264 and 267. *Thank you for this opportunity.*

Project Narrative

The current HVAC systems in the above listed affordable apartments are at or nearing the end of their useful lives, are increasingly unreliable, and are energy inefficient. Ensuring that our rental homes at Griggs Farm are maintained for quality and safety is a priority for PCH and our residents, and central to our mission. Additionally, PCH is committed to increasing energy efficiencies and resilience at all our properties. The new electric heat pump HVAC split unit systems in these apartments will advance both goals.

PRINCETON COMMUNITY HOUSING

1000 Herrontown Road, Suite 201, Princeton, NJ 08540

The Municipality has identified affordable housing in its most recent Master Plan as essential to the town's quality of life and character. The Griggs Farm community, as an inclusionary community developed by PCH and the Municipality (formerly Princeton Township), provides 140 affordable homes (sales and rentals) since opening in 1989. It is PCH's commitment, with the 70 affordable rental homes it owns and manages at Griggs Farm, to ensure that the apartments are maintained with ongoing and necessary capital investment to ensure that residents enjoy the quality of life in their homes that they deserve.

The existing HVAC units are now scheduled to be replaced beginning approximately April 1, 2026, and phased replacement is expected to be completed by December 31, 2026. The families who reside in the nine PCH rental homes at Griggs Farms have household incomes categorized as extremely low income (30%) of AMI. In total, 23 individuals reside in the apartments in need of HVAC replacement. Since these households pay for their heating and cooling costs directly, new energy efficient electric heat pumps will dramatically reduce these costs for these households.

PCH is one of Princeton's largest affordable housing providers and complies with all current applicant eligibility criteria and requirements as outlined by the US Department of Housing and Urban Development (HUD) and the NJ Uniform Housing Affordability Controls, as applicable. Griggs Farm residents residing in the very low income apartments have their household income recertified at least annually by PCH professional staff to ensure that the household continues to meet eligibility criteria and to ensure that the household is paying no more than 30% of household income for housing costs.

Construction Activity

The project is an upgrade to an existing facility. It will encompass the removal of aging HVAC systems that serve nine (9) Griggs Farm affordable rental apartments, and replace them with new, energy-efficient electric heat pump systems for heating and cooling. The systems include 3 outdoor ground units and 6 outdoor rooftop units, in addition to equipment within the apartments, to provide heating and cooling. The project will be completed over the span of several months, and the installation will be coordinated with favorable weather conditions and the schedules of the residents and contractor.

The 70 very low-income rental apartments at Griggs Farm are owned by Griggs Farm, Inc., an affiliated entity of Princeton Community Housing and are part of the Griggs Farm Condominium Association which includes an additional 70 affordable sales homes and 140 market rate homes. The 70 very low-income rental apartments at Griggs Farm receive no local, county, state, or federal subsidy – PCH subsidizes the operational and capital expenses entirely, as the rental income collected from residents do not offset the expenses. The site is not designated as Historic or part of a Historic district. The project will not require the relocation of households.

About Princeton Community Housing

Founded in 1967, PCH, a community-based, volunteer-led non-profit 501(c)3 organization, provides, manages, and advocates for affordable, safe, and well-maintained homes, offering all people the opportunity to build more productive and fulfilling lives. We envision Princeton as a vibrant, inclusive community that is home to people of all income levels.

PCH serves more than 1,100 residents of all backgrounds, or approximately 3.5% of the Princeton population, in 491 affordable rental homes for individuals, families, seniors, and people with disabilities, with very low-, low-, and moderate-incomes. PCH also provides supportive services through community partnerships coordinated by our licensed social workers.

Necall Durrant, Property Manager for Griggs Farm, operates and manages the Griggs Farm program. She has been in her role for more than 12 years. She works closely with PCH's Facilities Management Coordinator Susana Solano. Together with PCH's professional facility team, they will oversee the project management, along with Ed Truscelli, PCH's Executive Director and a licensed architect.

Financial Information

PCH is committed to maintaining robust financial management practices that ensure transparency, accountability, and compliance. We use RealPage Accounting, which is designed to support the accurate tracking of all financial transactions. The system is fully integrated with general ledger, chart of accounts, accounts payable, accounts receivable, which allows for seamless tracking across all categories of expense and revenue. Our finances are audited annually by an independent, certified public accounting firm.

As a PCH community that serves 70 households with extremely low- and low-income households, Griggs Farm is not a self-sustaining entity. It is currently subsidized by unrestricted contributed funds that PCH raises annually. The subsidy in 2024 was \$110,000 and was \$65,000 in 2025. Without support from the Affordable Housing Trust Fund Affordability Assistance funding, we would likely need to use the organization's reserve funds that would otherwise be used to serve the unmet needs of other PCH communities and residents and to build more affordable homes in Princeton.

Project Costs

PCH received estimates from the HVAC contractor Tindall & Ranson (attached), a vendor that has provided these services to PCH in the past, and who was the most qualified, lowest bidder for the proposed replacement work. The estimates correspond to similar HVAC replacement projects already completed and Tindall & Ranson indicated that even with cost inflation, these estimates would be a good indication of costs for 2026 HVAC replacement projects at Griggs Farm. The proposed replacement equipment features a 14 SEER (Seasonal Energy Efficiency Ratio) heat pump, which is considered a very good energy efficient measure, especially as a replacement for the older, less efficient systems currently at Griggs Farm, and offers a balance of affordability and energy efficiency.

Conflict of Interest Certification

- No member of PCH's staff, or any member(s) of PCH's Board of Directors or other governing body is currently or has not been within one year of this date a Municipal employee.
- No member of PCH's staff or Board of Directors is related to a municipal employee by blood, adoption, or marriage.
- No member of PCH's staff or Board of Directors resides in the same household as a municipal employee.

We are grateful to the Municipality of Princeton for its consideration and are glad to answer any questions you may have.

Attachments

- Cost estimates for the proposed project