

HOUSING AUTHORITY OF THE COUNTY OF MORRIS
MINUTES OF THE REGULAR MEETING
April 9, 2026

TIME: 6:00 P.M.

PLACE: Zoom Meeting, Meeting ID: 828 1115 9760, Passcode: 430573

CALL TO ORDER: Chairman Poli called the meeting to order at 6:00PM.

ROLL CALL: Executive Director Kelly Stephens called roll.

PRESENT

Commissioner Oliver
Commissioner Somma
Commissioner Ullah
Vice Chairman Meringolo
Chairman Poli

ABSENT

Commissioner Zaccone

Also attending meeting:

Kate Coffey, Day Pitney
Kelly Stephens, Executive Director
Gregory Brown, Deputy Executive Director
Gina Bozzi, Finance Director

Gina Bozzi read adequate notice to the public.

I hereby announce and state that adequate notice of this virtual meeting being held on this the eighth day of April 2026 provided by the Executive Director of the Housing Authority County of Morris by preparing a notice specifying the time, date, and place of this meeting. The electronic notice has been posted on the Authority's website and the notice mailed to the Daily Record for inclusion in the minutes of this meeting, all the above in accordance with N.J.S.A. 10:4-6 et.Seq. "Open Public Meetings Act."

Meeting open to the public: Meeting was open to public at 6:01PM. No members of the public were present. Meeting closed at 6:01PM.

Report on Unaudited Numbers: Ralph Polcari, Fee Accountant, presented the unaudited financials for 2025. Vice Chairman Meringolo requested a comparative ratio analysis covering the past several years. Mr. Polcari will prepare and provide a comparison between the audited 2024 and unaudited 2025 numbers.

Correspondence: None.

Chairman Report: None.

Committee Report: The Personnel Committee conducted a second interview with the finalist for the Executive Director position last night. The matter will be discussed in Executive Session at next month's meeting. The Committee also reviewed the MOA with the Union and will make its recommendation when the resolutions are presented.

Executive Director Report: Executive Director Stephens reported that regular activities included chair exercise, food pantry services and fresh vegetables, Bible study, quarter exchange, bingo, seed planting, and entertainment provided by Allaire Health Services.

The Family Self-Sufficiency Graduation will be held on Thursday, April 23rd at the Frelinghuysen Arboretum. This event is being hosted in conjunction with the Madison and Dover Housing Authorities, and we have seven participants graduating. Commissioners were also reminded that the Housing Partnership Gala will take place on Wednesday, April 22nd at 6:00 PM at the Park Savoy. Day Pitney has generously purchased a table for commissioners and staff to attend.

The Housing Authority has been actively preparing for the upcoming HUD inspection scheduled for May 15th at the Morris Mews Complex and the Congregate Living Facility. Additionally, plans are in place to turn off the heat around May 1st, in accordance with state law requirements to maintain indoor temperatures of at least 68 degrees between 6:00 AM and 11:00 PM, and 65 degrees overnight from October 1st through May 1st.

The Housing Choice Voucher staff, along with Greg and the Executive Director, recently met with their HUD representative to review the two-year tool and program projections. The representative commended the Housing Authority for its exceptional performance, noting that no errors or discrepancies were identified on the dashboard for either the Housing Choice Voucher Program or Public Housing.

Finally, progress has been made regarding the issue of faulty batteries. Following a letter drafted by Day Pitney, Greg worked closely with the contractor and successfully reached a resolution.

Regular Minutes: Commissioner Ullah and Chairman Oliver made a motion to accept the Regular Minutes from the February 11, 2026 meeting. Motion carried by unanimous consent. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Commissioner Oliver	Vice Chairman Meringolo	
Commissioner Somma		
Commissioner Ullah		
Chairman Poli		

Chairman Poli declared said motion carried.

Schedule of Payments: A motion was made by Vice Chairman Meringolo and seconded by Commissioner Somma Approving the Schedule of Payments for April 9, 2026. The following votes were cast:

AYES

ABSTAIN

NAYS

Commissioner Oliver
Commissioner Somma
Commissioner Ullah
Vice Chairman Meringolo
Chairman Poli

Chairman Poli declared said motion carried.

Resolutions:

2026-9 – A brief overview of the Memorandum of Agreement (MOA) between the Housing Authority of the County of Morris and Union Council 8 was presented and reviewed by the Personnel Committee. Chairman Poli stated that the Committee recommended approval of the MOA. A motion to approve the agreement was made by Vice Chairman Meringolo and seconded by Chairman Poli. The following votes were cast:

AYES

ABSTAIN

NAYS

Chairman Poli declared said motion carried.

Resolution 2026-10 – A motion was made by Vice Chairman Meringolo and seconded by Commissioner Somma Extending the Agreement for Property and Financial Management Services Between the Housing Authority of the County of Morris and the Affordable Housing Corporation. The following votes were cast:

AYES

ABSTAIN

NAYS

Commissioner Oliver
Commissioner Somma
Commissioner Ullah
Vice Chairman Meringolo
Chairman Poli

Chairman Poli declared said motion carried.

2026-11 –A motion was made by Commissioner Somma and seconded by Commissioner Somma Extending the Contract for Elevator Maintenance for an additional two years. The following votes were cast:

AYES

ABSTAIN

NAYS

Commissioner Oliver
Commissioner Somma
Commissioner Ullah
Vice Chairman Meringolo
Chairman Poli

Chairman Poli declared said motion carried.

Resolution 2026-12 – A motion was made by Chairman Poli and seconded by Commissioner Ullah Awarding and Confirming the Emergency Contract for Backflow Preventer at the Congregate Living Facility. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Commissioner Oliver Commissioner Somma Commissioner Ullah Vice Chairman Meringolo Chairman Poli		

Chairman Poli declared said motion carried.

Legal Update: Attorney Kate Coffey reported that there are four new litigation matters: one has been brought current, another has a trial scheduled for May 7, one will be filed by April 10, and one remains in progress.

Attorney Coffey also sent an email earlier regarding the Ketch Road easement. The Board questioned why one section of the fence cannot exceed 3.5 feet. Executive Director Stephens explained that this area does not fall on the Authority’s property line and would therefore require a variance. The Board expressed a preference for plantings of a certain height in that area. Vice Chairman Meringolo requested that if the developer seeks any additional variances, the section in question should be included so that a variance for a 6-foot fence can also be requested.

New Business: None.

Old Business: Regarding the India Brook Village parking lot, Executive Director Stephens reviewed the Engineer’s cost estimate. The Board agreed that the projected cost of \$200,000 is too high at this time to proceed with adding additional parking spaces. The Executive Director noted that the elevator project remains a priority and that any remaining funds will be evaluated upon its completion. Vice Chairman Meringolo suggested exploring grant opportunities to support the parking project. In the meantime, the Housing Authority will move forward with issuing parking hangtags to help alleviate current parking issues.

Executive Director Stephens reminded the Board that the May meeting will be held both in-person and virtual.

Adjournment: The meeting adjourned at 6:41PM.

May 14, 2026

Kelly A. Stephens (Original on File)

Date Adopted

Kelly A. Stephens, Board Secretary