

HOUSING AUTHORITY OF THE COUNTY OF MORRIS  
MINUTES OF THE REGULAR MEETING  
August 12, 2021

**TIME:** 6:00 P.M.

**PLACE:** Zoom Meeting, Meeting ID:894 1684 1973, Passcode:524969

**CALL TO ORDER:** Vice Chairman Zaccone called the meeting to order at 6:00 P.M.

**ROLL CALL:** Vice Chairman Zaccone requested that the roll be called.

**PRESENT**

Commissioner Feyl  
Commissioner Meringolo  
Commissioner Ullah  
Vice Chairman Zaccone

**ABSENT**

Commissioner Hall  
Chairman Poli

**Also attending meeting via conference call:**

Brooke Kaplan, Day Pitney LLP  
Kelly A. Stephens, Executive Director  
Gina Bozzi, Finance Manager  
Barbara Anderson, IBV Tenant

**Gina Bozzi read adequate notice to the public.**

I hereby announce and state that adequate notice of this remote meeting being held on this the twelfth day of August 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 mailing the notice 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 public: 6:01PM**

Barbara Anderson asked about the names on the website. She said she knew everyone else but asked who Ana Betancourth was. Executive Director Stephens explained she was the Section 8 Housing Choice Voucher Housing Manager which is a separate program from Public Housing. She offered to introduce them the next time she came into the office. Public session closed at 6:03PM.

**Correspondence:** None at this time.

**Committee Report:** Commissioner Feyl stated that the Personnel Committee had met, however, there is a continuation, and Chairman Poli should have a report at the September meeting.

**Chairman Report:** None.

**Executive Director Report:** Executive Director Stephens reported she met with the tenants of Morris Mews in July, the tenants of Pleasant View Village on August 4<sup>th</sup> and would be meeting with the tenants of India Brook Village tomorrow. She is on vacation from August 23<sup>rd</sup>-approximately September 1<sup>st</sup>, however, the staff and board know she is always available by phone and email.

The Green Pond Village fence was replaced, and the remaining half will be completed next year. The issue with the IBV Sidewalks has been referred to Day Pitney as the contractor only wants to replace certain items. The playground project is approximately 75-80% complete and looks great.

The County has gone back to wearing masks in the workplace and the Housing Authority has followed suit. We had previously strongly recommended the continuation of wearing masks in the senior buildings but have now gone to requiring masks in the common areas and at activities.

Executive Director Stephens would like to send one of the staff to QPA Training through Rutgers. This is a long, costly process but she feels this would be beneficial to the Housing Authority looking at the long-term needs. In addition, due to the cost factor, she would like Day Pitney to come up with an agreement that upon completion of the classes/program, the staff person would need to remain at the MCHA for a time period or would have to reimburse the HA for the cost of the program. Conversation continued and Commissioner Meringolo stated that along with the certification, there may be additional salary requirements. A Personnel Committee meeting will be held to further explore the idea.

**Regular Minutes** – A motion was made by Commissioner Feyl and seconded by Commissioner Meringolo Approving the Regular Minutes for July 8, 2021. The following votes were cast:

|                        |                       |                    |
|------------------------|-----------------------|--------------------|
| <u><b>AYES</b></u>     | <u><b>ABSTAIN</b></u> | <u><b>NAYS</b></u> |
| Commissioner Feyl      |                       |                    |
| Commissioner Meringolo |                       |                    |
| Commissioner Ullah     |                       |                    |
| Vice Chairman Zaccone  |                       |                    |

Vice Chairman Zaccone declared said motion carried.

**Schedule of Payments** – A motion was made by Commissioner Feyl and seconded by Commissioner Meringolo Approving the Schedule of Payments for August 12, 2021. The following votes were cast:

|                        |                       |                    |
|------------------------|-----------------------|--------------------|
| <u><b>AYES</b></u>     | <u><b>ABSTAIN</b></u> | <u><b>NAYS</b></u> |
| Commissioner Feyl      |                       |                    |
| Commissioner Meringolo |                       |                    |
| Commissioner Ullah     |                       |                    |
| Vice Chairman Zaccone  |                       |                    |

Vice Chairman Zaccone declared said motion carried.

**Resolution 2021 – 28** – A motion was made by Commissioner Feyl and seconded by Commissioner Meringolo Authorizing the Execution of an Agreement with the Morris County Cooperative Pricing Council. The following votes were cast:

| <u>AYES</u>            | <u>ABSTAIN</u> | <u>NAYS</u> |
|------------------------|----------------|-------------|
| Commissioner Feyl      |                |             |
| Commissioner Meringolo |                |             |
| Commissioner Ullah     |                |             |
| Vice Chairman Zaccone  |                |             |

Vice Chairman Zaccone declared said motion carried.

**Resolution 2021 – 29** – A motion was made by Commissioner Feyl and seconded by Commissioner Meringolo Awarding the Contract for a Feasibility Study at the Pleasant View Village Property. The following votes were cast:

| <u>AYES</u>            | <u>ABSTAIN</u> | <u>NAYS</u> |
|------------------------|----------------|-------------|
| Commissioner Feyl      |                |             |
| Commissioner Meringolo |                |             |
| Commissioner Ullah     |                |             |
| Vice Chairman Zaccone  |                |             |

Vice Chairman Zaccone declared said motion carried.

**Resolution 2021 – 30** – A motion was made by Commissioner Meringolo and seconded by Commissioner Feyl Awarding the Contract for Sidewalk Repairs at Bennett Ave Family Complex. The following votes were cast:

| <u>AYES</u>            | <u>ABSTAIN</u> | <u>NAYS</u> |
|------------------------|----------------|-------------|
| Commissioner Feyl      |                |             |
| Commissioner Meringolo |                |             |
| Commissioner Ullah     |                |             |
| Vice Chairman Zaccone  |                |             |

Vice Chairman Zaccone declared said motion carried.

**Resolution 2021 – 31** – A motion was made by Commissioner Feyl and seconded by Commissioner Meringolo Awarding the Contract for Dryer Vent Cleaning at Morris Mews, Congregate Living Facility, Bennett Avenue, Green Pond Village and Peer Place. India Brook Village and Pleasant View Village were completed by the contractor who cleaned the air duct cleaning. The following votes were cast:

| <u>AYES</u>            | <u>ABSTAIN</u> | <u>NAYS</u> |
|------------------------|----------------|-------------|
| Commissioner Feyl      |                |             |
| Commissioner Meringolo |                |             |
| Commissioner Ullah     |                |             |

Vice Chairman Zaccone

Vice Chairman Zaccone declared said motion carried.

**Resolution 2021 – 32** – A motion was made by Commissioner Feyl and seconded by Commissioner Meringolo Awarding the Contract to Install a Drainage System at Morris Mews. The following votes were cast:

| <b><u>AYES</u></b>     | <b><u>ABSTAIN</u></b> | <b><u>NAYS</u></b> |
|------------------------|-----------------------|--------------------|
| Commissioner Feyl      |                       |                    |
| Commissioner Meringolo |                       |                    |
| Commissioner Ullah     |                       |                    |
| Vice Chairman Zaccone  |                       |                    |

Vice Chairman Zaccone declared said motion carried.

**Resolution 2021 – 33** – A motion was made by Commissioner Feyl and seconded by Commissioner Meringolo Awarding an Emergency Contract for the Installation of Door Restrictors on the IBV Elevators. The following votes were cast:

| <b><u>AYES</u></b>     | <b><u>ABSTAIN</u></b> | <b><u>NAYS</u></b> |
|------------------------|-----------------------|--------------------|
| Commissioner Feyl      |                       |                    |
| Commissioner Meringolo |                       |                    |
| Commissioner Ullah     |                       |                    |
| Vice Chairman Zaccone  |                       |                    |

Vice Chairman Zaccone declared said motion carried.

**Legal Update** – Day Pitney has been working with the Authority on several eviction matters. They also drafted the resolution for the Feasibility Study on tonight’s agenda. They reviewed the agreement between the Authority and the Affordable Housing Corporation as well as the Master Services Agreement with the new IT vendor. Day Pitney submitted the applications for the generator project at Morris Mews. They are seeking clarification of the delay in escrow and potential application fees. Executive Director Stephens stated she had a phone meeting with two council members on an unrelated item and brought up the fee request. One of the council members is the liaison to the Planning Board so she will follow-up.

**New Business** – None.

**Old Business** – Executive Director Stephens followed up with the agreement with the Affordable Housing Corporation. She was told by the Director of the Affordable Housing Corporation that their next meeting was not until September 10<sup>th</sup> and they would discuss it with their Trustees and have an answer after that. Executive Director Stephens felt that if their Board of Trustees would not accept the agreement with the language as presented, we need to look at terminating the contract. The Board agreed.

**Adjournment**

Meeting adjourned at 6:40PM.

9/9/21  
Date Adopted

Kelly A. Stephens  
Kelly A. Stephens, Director/Secretary