

HOUSING AUTHORITY OF THE COUNTY OF MORRIS  
MINUTES OF THE REGULAR MEETING  
July 10, 2025

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

**PLACE:** Zoom Meeting, Meeting ID: 865 0868 6059, Passcode: 377057

**CALL TO ORDER:** Chairman Meringolo called the meeting to order at 6:00PM

**ROLL CALL:** Deputy Executive Director Gregory Brown called roll.

**PRESENT**

Commissioner Poli  
Commissioner Somma  
Commissioner Oliver  
Commissioner Zaccone  
Chairman Meringolo

**ABSENT**

Vice Chairwoman Ullah

**Also attending meeting:**

Erin Hodgson, Day Pitney  
Kate Coffey, Day Pitney  
Gina Bozzi, Finance Director  
Gregory Brown, Deputy Executive Director  
Barbara Anderson, IBV Tenant

**Greg Brown read adequate notice to the public.**

I hereby announce and state that adequate notice of this hybrid meeting being held on this the tenth day of July 2025 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:** Opened at 6:02PM. Barbara Anderson stated she was happy and had no comments. Public portion ended at 6:03PM.

**Correspondence:** Two letters were submitted in the board package:

1. **Follow-up from Ms. Porter** – Ms. Porter, who attended the last board meeting, submitted a letter expressing her appreciation for the services she received from the Housing Authority. She noted that she did not want to take up too much of the board's time but wanted to acknowledge the support she benefitted from.
2. **Letter of Appreciation from a Community Member** – A second letter came from a woman who had attended a prior board meeting. Although she was not an applicant of the Morris County Housing Authority, Executive Director Stephens assisted her by

connecting her with the appropriate resources. The woman recently signed a lease for a new apartment and expressed her gratitude for the support provided.

**Committee Report:** No Committees met.

**Chairman Report:** No report.

**Executive Director Report:** Deputy Executive Director Gregory Brown provided an update on the activities conducted during the month of July. These included:

- Chair Exercise sessions
- Blood Pressure Screenings
- Food Pantry and Vegetable Pick-Up
- Quarter Exchange
- Bingo

Additionally, all three senior complexes will be visited by the ice cream truck, and a Senior Prom is scheduled to take place at Morris Mews. The Zufall Health Center will be co-sponsoring a picnic at the Peer Place Family Site, where they will also provide health screenings.

Mr. Brown also reported that the Audit was completed yesterday, with no findings or deficiencies. The auditor reviewed PHA policies and recommended that the Procurement Policy be updated, as the last revision was in 2019. Chairman Meringolo requested that the Procurement Policy be reviewed at the next meeting.

**Regular Minutes:** Chairman Meringolo made a motion to accept the Regular Minutes from the June 12, 2025 meeting. Motion carried by unanimous consent.

**Schedule of Payments:** A motion was made by Chairman Meringolo and seconded by Commissioner Poli Approving the Schedule of Payments for July 10, 2025. The following votes were cast:

<u><b>AYES</b></u>	<u><b>ABSTAIN</b></u>	<u><b>NAYS</b></u>
Commissioner Poli		
Commissioner Somma		
Commissioner Oliver		
Commissioner Zaccone		
Chairman Meringolo		

Chairman Meringolo declared said motion carried.

**Resolution 2025-13** – A motion was made by Commissioner Poli and seconded by Commissioner Somma Approving the Change Order GC-01 for the HVAC Upgrades for IBV A & B. The following votes were cast:

**AYES**

**ABSTAIN**

**NAYS**

Commissioner Poli  
Commissioner Somma  
Commissioner Oliver  
Commissioner Zacccone  
Chairman Meringolo

Chairman Meringolo declared said motion carried.

**Legal Update:**

- **Divorce Record Research:** Kate Coffey reported that Day Pitney is still investigating a divorce record concerning a retired employee. This issue relates to the Housing Authority continuing to pay premiums for a family health insurance plan, which may no longer be applicable if the employee is divorced.
- **Rockaway Project:** Kate is currently working on coordinating meeting times for the Rockaway project.

**Litigation Matters:**

- **Complaint Dismissed:** One legal complaint has been dismissed.
- **Impending Eviction:** There is one pending eviction due to non-compliance; however, a payment was recently made, which may affect proceedings.
- **Judgement for Settlement:** One case resulted in a judgment for settlement.

**New Business:** None.

**Old Business:** None

**Adjournment:** The meeting adjourned at 6:23PM.

August 14, 2025

*Gregory Brown (Original on File)*

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Date Adopted

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Gregory Brown, Acting Board Secretary