

HOUSING AUTHORITY OF THE COUNTY OF MORRIS  
MINUTES OF THE REGULAR MEETING  
July 13, 2023

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

**PLACE:** Zoom Meeting, Meeting ID: 830 0961 8340

**CALL TO ORDER:** Chairman Poli called the meeting to order at 6:01PM

**ROLL CALL:** Executive Director Stephens called roll.

**PRESENT**

Commissioner Bevacqua  
Commissioner Hall (6:12PM)  
Commissioner Ullah  
Commissioner Zaccone  
Vice Chairman Meringolo  
Chairman Poli

**ABSENT**

**Also attending meeting via conference call:**

Kelly A. Stephens, Executive Director  
Katherine A. Coffey, Day Pitney LLP  
Gina Bozzi, Finance Director  
Greg Brown, Executive Assistant  
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 thirteenth day of July 2023 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:** Opened at 6:03PM. No member of the public wished to speak. Closed to the public at 6:03PM.

**Presentation:** Greg Brown, Executive Assistant, provided a PowerPoint presentation on his role regarding contracts and all of the vendors he coordinates for various services. Greg also supervises the maintenance department and reviewed the responsibilities maintenance must perform. Lastly, he thanked the board for allowing him to attend the QPA training program and how this has assisted him in purchasing and the entire bid process.

**Correspondence:** None.

**Committee Report:** None.

**Chairman Report:** Chairman Poli spoke to former Commissioner Feyl who sends his well wishes.

**Executive Director Report:** The audit was completed and went extremely well. They reviewed Public Housing, FSS, Morris Mews and Capital Fund for compliance. They also tested forty tenant files which were all in agreement with HUD compliance. All of the financials were in excellent order. The only item that needs to be updated is the Conflict of Interest Policy – Disclosure Statement for both staff and board members.

Senior Activities this month include the ice cream truck at the senior sites as well as cook-outs in the beginning of August. The ice cream truck will be going to the family sites next month when we distribute school supplies.

The Housing Authority will be raising the cost of the washers and dryers to \$2. It has been \$1 since 2011 and with the increase in utilities and the maintenance of the equipment it is necessary. A notice has been posted in all laundry rooms that it will be effective August 15, 2023. Lastly, negotiations has started with Labor Relations, the Housing Authority and the union.

**Regular Minutes** – A motion was made by Commissioner Bevacqua and seconded by Commissioner Zaccone Approving the Regular Minutes for June 8, 2023. The following votes were cast:

**AYES**

Commissioner Bevacqua  
Commissioner Ullah  
Commissioner Zaccone  
Vice Chairman Meringolo  
Chairman Poli

**ABSTAIN**

Commissioner Hall

**NAYS**

Chairman Poli declared said motion carried.

**Executive Session Minutes** – A motion was made by Commissioner Zaccone and seconded by Chairman Poli Approving the Executive Session Minutes for June 8, 2023. The following votes were cast:

**AYES**

Commissioner Bevacqua  
Commissioner Ullah  
Commissioner Zaccone  
Vice Chairman Meringolo  
Chairman Poli

**ABSTAIN**

Commissioner Hall

**NAYS**

Chairman Poli declared said motion carried.

**Schedule of Payments** – A motion was made by Commissioner Zaccone and seconded by Vice Chairman Meringolo Approving the Schedule of Payments for July 13, 2023. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Commissioner Bevacqua		
Commissioner Hall		
Commissioner Zaccone		
Vice Chairman Meringolo		
Chairman Poli		

Chairman Poli declared said motion carried.

**Resolution 2023-17** –A motion was made by Chairman Poli and seconded by Commissioner Zaccone Awarding the Contract for Video Surveillance System at Morris Mews and the Dean A. Gallo Congregate Living Facility. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Commissioner Bevacqua		
Commissioner Hall		
Commissioner Zaccone		
Vice Chairman Meringolo		
Chairman Poli		

Chairman Poli declared said motion carried.

**Legal Update** – Attorney Kate Coffey reported Day Pitney reviewed an issue regarding alcohol on Housing Authority property that will be discussed next. They also provided guidance regarding a 1099 issue. Three tenants signed repayment settlement agreements, one is under negotiation, three tenants agreed to vacate and six trials are set. Day Pitney also assisted with collection actions and an eviction.

**New Business** – Executive Director Stephens stated she received an email from a tenant at Morris Mews regarding alcohol at a Housing Authority event. Two women were involved in a confrontation over a centerpiece and the one tenant who complained wrote a derogatory email that Executive Director Stephens allowed it. Executive Director Stephens reported one tenant was making mixed drinks and alcohol was permitted prior to her becoming the director. In addition, she did not witness the tenant acting drunk and other staff present confirmed the tenant did not appear drunk. Discussion ensued and Attorney Kate Coffey reiterated research she had done prior that the Housing Authority was in fact not public property nor is there any HUD regulations regarding the prohibition of alcohol. The entire board agreed that the tenants are grown adults and they will not put a policy in place to tell tenants they cannot drink. Any behavior that affects the peaceful enjoyment of others will be addressed individually.

**Old Business** – Executive Director Stephens received the report from the engineer at Dykstra Walker yesterday. She needed to review it to determine if any changes needed to be made. There were approximately 108 pages, many of them being maps.

**Adjournment:**

The public portion of the meeting adjourned at 6:52PM.

8/10/23  
Date Adopted

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Kelly A. Stephens, Board Secretary