

**HOUSING AUTHORITY OF THE TOWN OF DOVER  
MINUTES OF THE REGULAR MEETING**

October 1, 2013

**TIME:** 4:30 P.M.

**PLACE:** Housing Authority of the Town of Dover, John J. Rich  
Senior Apartments, 215 E. Blackwell St., Dover, New Jersey

**SALUTE TO THE FLAG**

**CALL TO ORDER:** Chairman Rich called the meeting to order  
at 4:30 P.M.

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

**PRESENT**

Chairman Rich  
Commissioner Garzon  
Vice Chairman Inglis  
Commissioner Kline  
Commissioner Mullin  
Commissioner Toohey

**ABSENT**

Commissioner Donaghy

**Also attending meeting:**

Roberta L. Strater, Executive Director  
Maria Tchinchinian, Deputy Executive Director  
William Lovas, Attorney

**Public Notice** - I hereby announce and state that adequate notice of this meeting being held on this first day of October was provided by the Executive Director of the Housing Authority of the Town of Dover by preparing a notice specifying the time, date and place of this meeting. Posting such notice on the bulletin board at the John J. Rich Senior Apartments and filing said notice with the Town Clerk and the Daily Record, which was published in the Daily Record. I hereby hand a copy of such notice to the Executive Director of the Housing Authority of the Town of Dover for inclusion in the minutes of this meeting, all of the above in accordance with N.J.S.A. 10:4-6et. seq. "Open Public Meetings Act."

**Minutes** - A motion was made by Commissioner Mullin and seconded by Vice Chairman Inglis approving the Minutes of September 3, 2013. The following votes were cast:

**AYES**

**ABSTAIN**

**NAYS**

Chairman Rich  
Commissioner Garzon  
Vice Chairman Inglis  
Commissioner Kline  
Commissioner Mullin  
Commissioner Toohey

Chairman Rich declared said motion carried.

**Receivables** - A motion was made by Commissioner Garzon and seconded by Vice Chairman Inglis approving the bills for October 1, 2013. The following votes were cast:

**AYES**

**ABSTAIN**

**NAYS**

Chairman Rich  
Commissioner Garzon  
Vice Chairman Inglis  
Commissioner Kline  
Commissioner Mullin  
Commissioner Toohey

Chairman Rich declared said motion carried.

The Board discussed the resolution for snow plowing services and would like to have a meeting with the contractor to discuss expectations. The board decided they can elect to cancel the contract if not satisfied with contractor.

**Resolution 2013-10-17** - After discussion a motion was made by Commissioner Garzon and seconded by Commissioner Kline Awarding Contract for Snow Plowing Services to Steve's Lawn & Landscaping. The following votes were cast:

**AYES**

**ABSTAIN**

**NAYS**

Chairman Rich  
Commissioner Garzon  
Vice Chairman Inglis  
Commissioner Kline  
Commissioner Mullin  
Commissioner Toohey

Chairman Rich declared said motion carried.

**Financial Statements**- No comments

**Report of Legal Counsel** - Mr. Lovas reported that the housing authority received a letter from the neighbor next door. Mr. Lovas read the letter to the board and his response. This concluded Mr. Lovas's report.

**Board Report** - Ms. Strater's report is attached to the minutes.

**New Business**

**Report of Committees:**

**Tenant Relations -**  
None

**Personnel** - None

**Building & Grounds** - Commissioner Mullin requested a list of items that need to be addressed in maintenance for the Building & Grounds Committee for discussion.

**Old Business** - Patrick Laverty, Code Official with the Town of Dover came to the meeting to discuss what the Board is able to do in regards to the property next door and the types of split rail fencing that we can use. After discussion the Board would like the fencing contractor to provide additional information on the type of fencing they are able to do.

Original Signed By:

Roberta L. Strater, Director/Secretary

11/4/2013

Date Adopted