

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

February 4, 2014

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 Kline
Commissioner Mullin
Commissioner Toohey

ABSENT

Commissioner Donaghy
Commissioner Garzon
Vice Chairman Inglis

Also attending meeting:

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

Public Notice - I hereby announce and state that adequate notice of this meeting being held on this fourth day of February 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."

Commissioner Mullin asked Legal Counsel a question regarding his term and if it precludes him from voting on the resolution Appointing Officers. Mr. Lovas responded that it would not preclude him.

Chairman Rich declared said motion carried.

Minutes - A motion was made by Commissioner Toohey and seconded by Commissioner Mullin approving the Minutes of January 7, 2014. The following votes were cast:

AYES

ABSTAIN

NAYS

Chairman Rich
Commissioner Kline
Commissioner Mullin
Commissioner Toohey

Chairman Rich declared said motion carried.

Commissioner Kline asked a general question regarding how the administrative fees, dues, etc. are separated between Public Housing and Section 8. The fee accountant, Peter Polcari explained that about 65% are billed to Section 8 and 35% to Public Housing. It's a calculation based on the number of units that were allotted to the housing authority. They are all charged based on an allocation.

Receivables - After discussion a motion was made by Commissioner Kline and seconded by Commissioner Mullin approving the bills for February 4, 2014. The following votes were cast:

AYES

ABSTAIN

NAYS

Chairman Rich
Commissioner Kline
Commissioner Mullin
Commissioner Toohey

Chairman Rich declared said motion carried.

Financial Statements- No comments

Report of Legal Counsel - Mr. Lovas reported that there were no problems currently.

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

New Business

Report of Committees:

Tenant Relations - None

Personnel - Personnel Issues will be discussed in Executive Session.

Building & Grounds - Commissioner Mullin asked if the specifications for the new generator were being worked on by the Engineering Firm. Maria Tchinchinian confirmed that they are not complete as of yet.

Old Business - None

Resolution 2014-02-06- A motion was made by Commissioner Kline and seconded by Commissioner Toohey to go into Executive Session to discuss personnel issues. All were in Favor of said motion.

*The Board adjourned the current session and went into Executive Session. Staff stepped out of the meeting and returned at 5:17pm. At that time the meeting returned to an Open Session and no action was taken.

A Motion was made to adjourn the regular meeting by Commissioner Kline and seconded by Commissioner Toohey. All were in favor of adjournment.

Original Signed By:

Roberta L. Strater, Director/Secretary

3/4/2014

Date Adopted