

HOUSING AUTHORITY OF THE TOWN OF DOVER
MINUTES OF THE REGULAR MEETING
April 5, 2016

TIME: 4:30 P.M.

PLACE: Housing Authority of the Town of Dover, John J. Rich
Senior Apartments, 215 E. Blackwell Street, 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
Vice Chairman Inglis
Commissioner Kline
Commissioner Picciallo
Commissioner Toohey

ABSENT

Commissioner Garzon
Commissioner Mullin

Also attending meeting:

Maria Tchinchinian, 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 fifth day of April 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 Toohey and seconded by Commissioner Picciallo approving the Minutes of March 1, 2016. The following votes were cast:

AYES

Chairman Rich
Vice Chairman Inglis
Commissioner Kline
Commissioner Picciallo
Commissioner Toohey

ABSTAIN

NAYS

Chairman Rich declared said motion carried.

Minutes of Confidential Closed Session (March 1, 2016)- A motion was made by Commissioner Kline and seconded by Commissioner Toohey approving the Confidential Closed Session Minutes of March 1, 2016.

The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Chairman Rich		
Vice Chairman Inglis		
Commissioner Kline		
Commissioner Picciallo		
Commissioner Toohey		

Chairman Rich declared said motion carried.

Receivables - A motion was made by Vice Chairman Inglis and seconded by Commissioner Toohey approving the bills for April 5, 2016. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Chairman Rich		
Vice Chairman Inglis		
Commissioner Kline		
Commissioner Picciallo		
Commissioner Toohey		

Chairman Rich declared said motion carried.

Resolution 2016-04-10- A motion was made by Commissioner Picciallo and seconded by Commissioner Toohey awarding the contract for lawn and property maintenance at John J. Rich Dover Senior Apartments to **Steve's Lawn and Landscaping**. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Chairman Rich		
Vice Chairman Inglis		
Commissioner Kline		
Commissioner Picciallo		
Commissioner Toohey		

Chairman Rich declared said motion carried.

The Board discussed the resolution for the General Salary increase for the staff. Mr. Polcari discussed how the Board utilizes the Town of Dover as a comparability for the cost of living increases.

Resolution 2016-04-11- After discussion a motion was made by Vice Chairman Inglis and seconded by Commissioner Picciallo approving the Resolution For General Salary Increase for 2015 & 2016. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Chairman Rich		
Vice Chairman Inglis		
Commissioner Kline		
Commissioner Picciallo		
Commissioner Toohey		

Chairman Rich declared said motion carried.

Resolution 2016-04-12- A motion was made by Commissioner Toohey and seconded by Commissioner Picciallo approving the Resolution to continue the Contract for Executive Management Services. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Chairman Rich		
Vice Chairman Inglis		
Commissioner Kline		
Commissioner Picciallo		
Commissioner Toohey		

Chairman Rich declared said motion carried.

Report of Legal Counsel - Mr. Lovas reported that everything was quiet. He stated he has not received any correspondence from the attorney for the Section 8 client that was bitten by a dog.

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

New Business

Report of Committees:

Tenant Relations - Ms. Tchinchinian explained there will be 2 tenants moving out as they can no longer live independently.

Personnel - None

Building & Grounds - None

Old Business

Report of Committees:

Personnel - Commissioner Kline mentioned that the only order of business left to address is the inspections for the HCV program.

Financial- Peter Polcari gave the Board a handout with his explanation for Commissioner Mullin's question regarding the Audit Report.

Motion to Adjourn- All were in favor.

Original Signed By:

Maria Tchinchinian, Director/Secretary

5/3/2016

Date Adopted