

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

March 5, 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 Donaghy
Commissioner Garzon
Vice Chairman Inglis
Commissioner Kline
Commissioner Mullin
Commissioner Toohey

ABSENT

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 fifth day of March 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 Donaghy and seconded by Vice-Chairman Inglis approving the Minutes of February 5, 2013. The following votes were cast:

AYES

Chairman Rich
Commissioner Donaghy
Commissioner Garzon
Vice Chairman Inglis
Commissioner Kline

ABSTAIN

NAYS

Commissioner Mullin
Commissioner Toohey

Chairman Rich declared said motion carried.

The board discussed different vendor payments in the receivables. There were questions regarding Verizon, JCP&L and Petty Cash. Peter Polcari, fee accountant, answered questions regarding Verizon and JCP&L and Maria Tchinchinian explained that the petty cash is \$50.00 and the last time it was replenish was in August of 2012.

Receivables - After discussion a motion was made by Commissioner Garzon and seconded by Commissioner Donaghy approving the bills for March 5, 2013. The following votes were cast:

AYES

ABSTAIN

NAYS

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

Chairman Rich declared said motion carried.

Financial Statements- Commissioner Kline had questions regarding the differences in the electricity amounts. Peter Polcari, fee accountant, explained the fluctuations in electricity in full detail.

Report of Legal Counsel - Mr. Lovas reported that Abe Akselrad is currently undergoing chemotherapy to treat Leukemia. Abe does expect to be back soon. Mr. Lovas will be handling all Housing Authority business until Abe returns.

Board Report - Ms. Strater's report is attached to the minutes. Also, Ms. Strater spoke about the effects the sequestration will have on the budget for both Public Housing and Section 8. Dover is in a good position as the Housing Authority is ran very efficient with one fulltime staff person and two employees that are part time. The Housing Authority also has reserves that could be used if necessary. Public Housing and the voucher programs will be receiving less funding in 2013 than was received 2012. We are looking at additional ways of cutting cost within the budget.

Resolution 2013-03-06 - A motion was made by Vice Chairman Inglis and seconded by Commissioner Garzon Approving the Resolution For General Salary Increase for 2012 & 2013. The following votes were cast:

AYES

ABSTAIN

NAYS

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

Chairman Rich declared said motion carried.

The Board discussed in great length the Audit for FYE 2012. Peter Polcari, fee accountant, explained and addressed the concerns and questions.

Resolution 2013-03-07 - After discussion a motion was made by Commissioner Garzon and seconded by Vice Chairman Inglis Approving The New Jersey Local Finance Board Audit Review Certificate. The following votes were cast:

AYES

ABSTAIN

NAYS

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

Chairman Rich declared said motion carried.

New Business

Report of Committees:

Tenant Relations - None.

Personnel - Commissioner Kline thanked Maria Tchinchinian for sending her all necessary information regarding the general salary increase.

Building & Grounds - Mr. Lovas mentioned that he and Maria Tchinchinian will be attending the next Board of Adjustment meeting on March 13, 2013 regarding the application by Axel's Limousine next door.

Old Business - Mr. Lovas asked for clarification regarding the Housing Authority's position in regards to the property next door application to the Board of Adjustment. Commissioner Kline explained that we had already decided to oppose their application.

Original Signed By:

Roberta L. Strater, Director/Secretary

4/2/2013

Date Adopted