

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

December 3, 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:**

Lucille Favale, Deputy 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 third day of December 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 Kline and seconded by Commissioner Garzon approving the Minutes of November 4, 2013. The following votes were cast:

**AYES**

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

**ABSTAIN**

Commissioner Donaghy

**NAYS**

Chairman Rich declared said motion carried.

**Receivables** - A motion was made by Commissioner Garzon and seconded by Commissioner Toohey approving the bills for December 3, 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.

**Resolution 2013-11-18** - After discussion a motion was made by Commissioner Kline and seconded by Commissioner Garzon Approving Meeting Dates for 2014.

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.

Commissioner Kline explained that the Personnel Committee had met to discuss the Executive Management Contract. The Committee felt the Housing Authority was getting a good service from the Morris County Housing Authority and the rates were not changing.

**Resolution 2013-12-21** - After discussion a motion was made by Commissioner Garzon and seconded by Vice Chairman Inglis to Extend the Contract for Executive Management Services with the Morris County Housing Authority.

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.

**Resolution 2013-12-22** - A motion was made by Commissioner Kline and seconded by Commissioner Garzon Appointing an Auditor for FYE 2013 to the firm of Hymanson, Parnes & Giampaolo.

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**- No comments

**Report of Legal Counsel** - Mr. Lovas reported that everything was relatively quiet.

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

**New Business**

**Report of Committees:**

**Tenant Relations** - None

**Personnel** - None

**Building & Grounds** - The staff updated the Board on the completion of the trash compactor removal. The patio will be started in the next couple of weeks weather permitting and the fence to block property next door is complete in the rear and will be finished upfront next week.

**Old Business** - Commissioner Mullin gave each Commissioner a copy of the notes he took at the Building and Grounds committee meeting for their records.

Original Signed By:

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Roberta L. Strater, Director/Secretary

12/3/2013

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Date Adopted