

**HOUSING AUTHORITY OF THE TOWN OF DOVER**  
**MINUTES OF THE REGULAR MEETING**  
**November 5, 2018**

**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 4:33 P.M.

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

**PRESENT**

Chairman Rich  
Commissioner Garzon  
Commissioner Inglis (present via telephone)  
Commissioner Mullin  
Vice Chairman Toohey

**ABSENT**

Commissioner Kline  
Commissioner Picciallo

**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 November 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 Vice Chairman Toohey and seconded by Commissioner Mullin approving the Minutes of October 2, 2018. The following votes were cast:

**AYES**

Chairman Rich  
Commissioner Inglis  
Commissioner Mullin  
Vice Chairman Toohey

**ABSTAIN**

Commissioner Garzon

**NAYS**

Chairman Rich declared said motion carried.

**Minutes of Confidential Closed Session (October 2, 2018)**- A motion was made by Commissioner Mullin and seconded by Vice-Chairman Toohey

approving the Confidential Closed Session Minutes of October 2, 2018.  
The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Chairman Rich Commissioner Inglis Commissioner Mullin Vice Chairman Toohey	Commissioner Garzon	

Chairman Rich declared said motion carried.

**Receivables** - After discussion a motion was made by Commissioner Garzon and seconded by Vice Chairman Toohey approving the bills for November 5, 2018.

The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Chairman Rich Commissioner Garzon Commissioner Inglis Commissioner Mullin Vice Chairman Toohey		

Chairman Rich declared said motion carried.

**Resolution 2018-11-26-** A motion was made by Vice-Chairman Toohey and seconded by Commissioner Garzon Awarding Contract for Snow Plowing Services to Lawn X. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Chairman Rich Commissioner Garzon Commissioner Inglis Commissioner Mullin Vice Chairman Toohey		

Chairman Rich declared said motion carried.

**Resolution 2018-11-27-** A motion was made by Commissioner Garzon and seconded by Commissioner Toohey Appointing an Auditor for FYE 2017 to the firm of Hymanson, Parnes & Giampaolo. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Chairman Rich Commissioner Garzon Commissioner Inglis Commissioner Mullin Vice Chairman Toohey		

Chairman Rich declared said motion carried.

**Resolution 2018-11-28-** A motion was made by Commissioner Mullin and seconded by Vice-Chairman Toohey Awarding Meeting Dates for 2019. The following votes were cast:

**AYES**

**ABSTAIN**

**NAYS**

Chairman Rich  
Commissioner Garzon  
Commissioner Inglis  
Commissioner Mullin  
Vice Chairman Toohey

Chairman Rich declared said motion carried.

**Report of Legal Counsel** - Mr. Lovas stated he sent letters to both a tenant and their visitor reiterating their behavior when they are in the building.

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

**New Business**

**Report of Committees:**

**Tenant Relations** - None

**Personnel** - None

**Building & Grounds** - Ms. Tchinchinian discussed letter to the Board of Commissioners from Penrose Brick & Mortar regarding the Project Based Vouchers they are asking us to commit to them. After discussion the Board decided to address the issue again at the January meeting.

**Old Business**

None

**Motion to Adjourn-** All were in favor.

Original Signed By:

\_\_\_\_\_  
Maria Tchinchinian, Director/Secretary

12/4/2018

\_\_\_\_\_  
Date Adopted