

HOUSING AUTHORITY OF THE TOWN OF DOVER
MINUTES OF THE SPECIAL MEETING
January 14, 2021

TIME: 4:30 P.M.

PLACE: Virtual Meeting will be held via “Conference Call” Meeting Platform.
Conference Call Dial In: (978) 990-5000 Access Code: 634261#

SALUTE TO THE FLAG

CALL TO ORDER: Vice-Chairman Mullin called the meeting to order at 4:31 P.M. At this time Commissioner Valencia requested to make a motion, but advised that Roll-Call should be made first.

ROLL CALL: Vice-Chairman Mullin requested that the roll be called. At this time it was noted that a new Commissioner Oscar Sierra was on the call as well. Ms. Tchinchinian had not been advised by the Town Clerk that his Oath of Office had been completed. Ms. Tchinchinian does not have a copy of the Oath, but the HA attorney allowed him to participate, as the Town Clerk, John Schmidt advised that he has administered the Oath to Commissioner Sierra.

PRESENT

Vice Chairman Mullin
Treasurer Amaro
Commissioner Washington
Commissioner Valencia
Commissioner Gavilanes
Commissioner Sierra

ABSENT

Also attending meeting:

Maria Tchinchinian, Executive Director
William Lovas, Attorney
Peter Polcari, Accountant

Members of Public

John Schmidt, Town Clerk
Joseph Manfredi, Attorney

Vice Chairman Mullin read adequate notice to the Public.

Public Notice – I hereby announce and state that adequate notice of this special meeting being held on this fourteenth day of January 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, the Daily Record, Star Ledger, and Citizen of Morris County and which was published in the Daily Record, Star Ledger and Citizen of Morris County. 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 Valencia at this time made a motion for have Commissioner Washington become the Chairman. Ms. Tchinchinian explained that this could not be done at this meeting, but will be voted on at the next meeting on February 2, 2021 as this will be the Re-Organization Meeting.

Minutes – A motion was made by Vice Chairman Mullin and seconded by Commissioner Washington approving the Minutes January 5, 2021. The following votes were cast:

AYES

Vice Chairman Mullin
Commissioner Washington

ABSTAIN

Treasurer Amaro
Commissioner Valencia

NAYS

Former Chairman Thomas Toohey was present at the January 5, 2021 meeting, however could not vote to approve these meeting minutes as his term concluded with the advent of the Town Council appointing Oscar Sierra on January 5, 2021 immediately after our meeting.

Receivables – After discussion a motion was made by Vice-Chairman Mullin and seconded by Treasurer Amaro approving the bills for January 2021. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Vice Chairman Mullin	Commissioner Sierra	
Treasurer Amaro		
Commissioner Washington		
Commissioner Valencia		
Commissioner Gavilanes		

Vice Chairman Mullin declared said motion carried.

Report of Legal Counsel – Mr. Lovas explained that at the last meeting on January 5, 2021 we were unable to finish as we did not have a quorum and therefore advertised for a Special Meeting today to proceed with payment of bills, and normal day to day business. He also mentioned compliance with HUD and needing Special Counsel at this time.

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

Resolution 2021-01-01- After discussion a motion was made by Vice Chairman Mullin and seconded by Commissioner Washington for the Appointment of the Fund Commissioner for Joint Insurance Fund. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Vice Chairman Mullin	Commissioner Valencia	
Treasurer Amaro		
Commissioner Washington		
Commissioner Gavilanes		
Commissioner Sierra		

Vice Chairman Mullin declared said motion carried.

Resolution 2021-01-02- Vice Chairman Mullin spoke and reported that the Personnel Committee and discussed and recommended a 3 percent salary increase for all employees. A motion was made by Vice Chairman Mullin and seconded by Commissioner Washington approving the Resolution For General Salary Increase for 2021. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Vice Chairman Mullin		Commissioner Gavilanes
Treasurer Amaro		Commissioner Valencia
Commissioner Washington		Commissioner Sierra

Vice Chairman Mullin declared said motion does not carry. He asked why the three Commissioner voted No, but received an answer that they had only received a 2% increase, and others had no comment. The Vice Chairman and Treasurer Amaro spoke and shared with the Board that the staff had shown extraordinary commitment to their work and the Housing Authority especially during the Covid Pandemic. Commissioner Gavilanes made a motion to approve the salary increase with a 2% increase. The Board of Commissioner discussed the issue and agreed to amend the Resolution to approve a 2% General Salary Increase. Commissioner Gavilanes made a motion and it was seconded by Commissioner Sierra approving the Resolution For General

Salary Increase for 2021 with a 2% increase. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Vice Chairman Mullin Treasurer Amaro Commissioner Washington Commissioner Valencia Commissioner Gavilanes Commissioner Sierra		

Vice Chairman Mullin declared said motion carried.

Resolution 2021-01-03- A motion was made by Vice Chairman Mullin and seconded by Treasurer Amaro for the Appointment of William Lovas as Legal Counsel. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Vice Chairman Mullin Treasurer Amaro Commissioner Washington		Commissioner Gavilanes Commissioner Valencia Commissioner Sierra

Vice Chairman Mullin declared said motion does not carry. Discussion occurred regarding the Housing Authority being put at risk if an attorney is not assigned. It was requested to do a re-vote after discussion on issue. Commissioner Washington made a motion for a re-vote and Treasurer Amaro seconded it. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Vice Chairman Mullin Treasurer Amaro Commissioner Washington		Commissioner Gavilanes Commissioner Valencia Commissioner Sierra

Vice Chairman Mullin declared said motion does not carry. At this point discussion occurred. Commissioner Gavilanes stated that she felt it was time for a change in attorney. Commissioner Gavilanes did not feel he had enough information to vote for this attorney's proposal. Ms. Tchinchinian explained the cost involved in going out to bid again and implications that may occur. Commissioner Gavilanes made a motion to keep Mr. Lovas as the attorney as a holdover until March 31, 2021 and this way there would be time to go out to bid again for Legal Services. This motion was seconded by Commissioner Sierra. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Vice Chairman Mullin Treasurer Amaro Commissioner Washington Commissioner Valencia Commissioner Gavilanes Commissioner Sierra		

Vice Chairman Mullin declared said motion carried.

Resolution 2021-01-04- A motion was made by Vice Chairman Mullin and seconded by Commissioner Valencia for the Appointment of Peter Polcari as Fee Accountant. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Vice Chairman Mullin Treasurer Amaro		

Commissioner Washington
Commissioner Valencia
Commissioner Gavilanes
Commissioner Sierra

Vice Chairman Mullin declared said motion carried.

Resolution 2021-01-05- A motion was made by Vice Chairman Mullin and seconded by Commissioner Valencia Establishing Remote Meeting Procedures During a Declared State of Emergency for the Housing Authority Town of Dover. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Vice Chairman Mullin Treasurer Amaro Commissioner Washington Commissioner Valencia Commissioner Gavilanes Commissioner Sierra		

Vice Chairman Mullin declared said motion carried.

Resolution 2021-01-06- A motion was made by Vice Chairman Mullin and seconded by Treasurer Amaro Approving and Authorizing the Award of a Contract to Manfredi & Pellechio for Special Legal Services. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Vice Chairman Mullin Treasurer Amaro Commissioner Washington		Commissioner Gavilanes Commissioner Valencia Commissioner Sierra

Vice Chairman Mullin declared said motion does not carry.

New Business

Report of Committees:

Tenant Relations – None

Personnel – None

Building & Grounds – None

Old Business

Open to the Public: Several comments were made John Schmidt regarding procurement, Motion to re-vote procedure, budget, vacancies to positions on Board, and non-compliance. He also commented on Commissioner Valencia. Joseph Manfredi clarified on a comment he made. In addition, Treasurer Amaro commented regarding the general salary increase and a comment that was made by John Schmidt and she spoke regarding her opinion.

Motion to Adjourn- Motion was made by Commissioner Valencia, and Vice Chairman Mullin seconded. All were in favor. Meeting ended at 6:35 P.M.

Original Signed By:

Maria Tchinchinian, Director/Secretary

2/16/2021

Date Adopted