

**HOUSING AUTHORITY OF THE TOWN OF DOVER**  
**MINUTES OF THE REGULAR MEETING**  
**November 7, 2022**

**TIME:** 4:30 P.M.

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

**SALUTE TO THE FLAG**

**CALL TO ORDER:** The meeting was called to order at 4:33 P.M.

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

**PRESENT**

Chairman Toohey  
Vice Chairman Mullin  
Treasurer Amaro  
Commissioner Washington  
Commissioner Munoz Reina  
Commissioner Kline

**ABSENT**

**Also attending meeting:**

Maria Tchinchinian, Executive Director  
Joseph Manfredi, Attorney

**Public Notice** – I hereby announce and state that adequate notice of this regular meeting being held on this seventh 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, 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.”

Chairman Toohey read adequate notice to the Public.

**Minutes of August 2022-** After discussion a motion was made by Vice Chairman Mullin and seconded by Commissioner Washington approving the Meeting Minutes of August 2, 2022. The following votes were cast:

**AYES**

Chairman Toohey  
Vice Chairman Mullin  
Treasurer Amaro  
Commissioner Washington  
Commissioner Munoz Reina

**ABSTAIN**

Commissioner Kline

**NAYS**

Chairman Toohey declared said motion carried.

**Minutes of September 2022**- After discussion a motion was made by Commissioner Mullin and seconded by Vice Chairman Mullin approving the Meeting Minutes of September 6, 2022. The following votes were cast:

<b><u>AYES</u></b>	<b><u>ABSTAIN</u></b>	<b><u>NAYS</u></b>
Chairman Toohey Vice Chairman Mullin Treasurer Amaro Commissioner Washington Commissioner Kline	Commissioner Munoz Reina	

Chairman Toohey declared said motion carried.

**Minutes of October 2022**- After discussion a motion was made by Commissioner Mullin and seconded by Vice Chairman Mullin approving the Meeting Minutes of October 4, 2022. The following votes were cast:

<b><u>AYES</u></b>	<b><u>ABSTAIN</u></b>	<b><u>NAYS</u></b>
Chairman Toohey Vice Chairman Mullin Commissioner Washington Commissioner Kline	Treasurer Amaro Commissioner Munoz Reina	

Chairman Toohey declared said motion carried.

**Payment of Bills** – After discussion a motion was made by Chairman Toohey and seconded by Vice Chairman Mullin approving the bills for November 2022. The following votes were cast:

<b><u>AYES</u></b>	<b><u>ABSTAIN</u></b>	<b><u>NAYS</u></b>
Chairman Toohey Vice Chairman Mullin Treasurer Amaro Commissioner Washington Commissioner Munoz Reina Commissioner Kline		

Chairman Toohey declared said motion carried.

**Report of Financial Statements**- N/A at this time due to closing of FYE 9/30/2022.

**Report of Legal Counsel** – Mr. Manfredi reported that there were two items to discuss: a resolution and a communication with the Mayor and Town of Dover.

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

**New Business**-

**Report of Committees:**

**Tenant Relations** – A tenant passed away in the building.

**Personnel** – No information to report

**Building & Grounds**- Commissioner Kline reported that the building façade always looks great and the Director will speak with neighbors regarding an issue.

**Resolution 2022-11-21**- After discussion a motion was made by Commissioner Kline and seconded by Vice Chairman Mullin for the Meeting Dates for 2023. The following votes were cast:

**AYES**

**ABSTAIN**

**NAYS**

Chairman Toohey  
Vice Chairman Mullin  
Treasurer Amaro  
Commissioner Washington  
Commissioner Reina Munoz  
Commissioner Kline

Chairman Toohey declared said motion carried.

**Resolution 2022-11-22-** After discussion a motion was made by Commissioner Washington and seconded by Commissioner Kline Awarding Contract for Snow Plowing Services to Lawn X. The following votes were cast:

**AYES**

**ABSTAIN**

**NAYS**

Chairman Toohey  
Vice Chairman Mullin  
Treasurer Amaro  
Commissioner Washington  
Commissioner Reina Munoz  
Commissioner Kline

Chairman Toohey declared said motion carried.

**Resolution 2022-11-23-** After discussion a motion was made by Commissioner Kline and seconded by Commissioner Washington Extending the Cleaning Service Contract. The following votes were cast:

**AYES**

**ABSTAIN**

**NAYS**

Chairman Toohey  
Vice Chairman Mullin  
Treasurer Amaro  
Commissioner Washington  
Commissioner Reina Munoz  
Commissioner Kline

Chairman Toohey declared said motion carried.

**Old Business:** None

**Open to the Public:** No one from the public on the meeting call

**Motion to Adjourn-** Motion was made Chairman Toohey and Seconded by Commissioner Kline. All were in favor. Meeting ended at 5:12 P.M.

Original Signed By:

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Maria Tchinchinian, Director/Secretary

12/6/2022

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Date Adopted