

HOUSING AUTHORITY OF THE TOWN OF DOVER
MINUTES OF THE REGULAR MEETING
June 5, 2023

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#

CALL TO ORDER: The meeting was called to order at 4:31 P.M.

PLEDGE OF ALLEGIANCE

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

PRESENT

Chairman Toohey
Vice Chairman Mullin
Treasurer Amaro
Commissioner Washington
Commissioner Kline

ABSENT

Commissioner Munoz Reina

Also attending meeting:

Maria Tchinchinian, Executive Director
Joseph Manfredi, Attorney
Peter Polcari, Accountant

READING OF OPMA NOTICE: Adequate notice of this meeting of the Board of Commissioners of the Housing Authority of the Town of Dover was given in accordance with the New Jersey Open Public Meetings Act by providing the time, date, and location of the meeting via: (1) publication in the Star Ledger, the Daily Record, and the Citizen of Morris County on or about December 30, 2022; (2) posting on the bulletin board at the John J. Rich Senior Apartments on December 30, 2022 ; and (3) filing with the Town Clerk on May 30, 2023. In addition, dial-in information was posted to the Housing Authority website on May 30, 2023.

Chairman Toohey read adequate notice to the Public.

Minutes- After discussion a motion was made by Vice Chairman Mullin and seconded by Commissioner Washington approving the Meeting Minutes of May 3, 2023. The following votes were cast:

AYES

Chairman Toohey
Vice Chairman Mullin
Commissioner Washington
Commissioner Kline

ABSTAIN

Treasurer Amaro

NAYS

Chairman Toohey declared said motion carried.

Payment of Bills – After discussion, a motion was made by Vice Chairman Mullin and seconded by Commissioner Kline approving the bills for June 2023.

The following votes were cast:

AYES

ABSTAIN

NAYS

Chairman Toohey
Vice Chairman Mullin
Treasurer Amaro
Commissioner Washington
Commissioner Kline

Chairman Toohey declared said motion carried.

Report of Financial Statements – Board received Financial Statements.

Report of Legal Counsel – Mr. Manfredi reviewed matters that were pertaining to legal issues.

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

New Business-

Report of Committees:

Tenant Relations – No information to report

Personnel – No information to report

Building & Grounds- Items on ED Report were reviewed by Committee

Finance Committee- A motion was made by Chairman Toohey and seconded by Vice Chairman Mullin to create a Finance Committee. The committee would specifically review items such as the Financial Audit and the State Budget. Along with Chairman Toohey, Vice-Chairman Mullin and Treasurer Amaro volunteered to serve on the committee as members. The following votes were cast:

AYES

ABSTAIN

NAYS

Chairman Toohey
Vice Chairman Mullin
Treasurer Amaro
Commissioner Washington
Commissioner Kline

Chairman Toohey declared said motion carried.

Resolution 2023-05-14- After discussion a motion was made by Commissioner Kline and seconded by Vice Chairman Mullin Approving and Authorizing the Award of Contract for Construction and Installation of Railing in the Back of the Building. The following votes were cast:

AYES

ABSTAIN

NAYS

Chairman Toohey
Vice Chairman Mullin
Treasurer Amaro
Commissioner Washington
Commissioner Kline

Chairman Toohey declared said motion carried.

Resolution 2023-06-17- After discussion a motion was made by Commissioner Kline and seconded by Chairman Toohey Approving and Authorizing the Award of Contract for FSS Program Management Services. The following votes were cast:

AYES

ABSTAIN

NAYS

Chairman Toohey
Vice Chairman Mullin
Treasurer Amaro
Commissioner Washington
Commissioner Kline

Chairman Toohey declared said motion carried.

Resolution 2023-06-18- After discussion a motion was made by Vice Chairman Mullin and seconded by Commissioner Washington for Housing Authority Town of Dover Purchase of Certificate of Deposits (CD) at Provident Bank. The following votes were cast:

AYES

ABSTAIN

NAYS

Chairman Toohey
Vice Chairman Mullin
Treasurer Amaro
Commissioner Washington
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 by Commissioner Kline and Seconded by Vice Chairman Mullin. All were in favor. Meeting ended at 5:15 P.M.

Original Signed By:

Maria Tchinchinian, Director/Secretary

7/5/2023

Date Adopted