

HOUSING AUTHORITY OF THE TOWN OF DOVER
MINUTES OF THE REGULAR MEETING
May 30, 2024

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 Washington
Commissioner Munoz Reina
Commissioner Kline

ABSENT

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 Daily Record, and the Citizen of Morris County on or about May 20, 2024; (2) posting on the bulletin board at the John J. Rich Senior Apartments on May 20, 2024 ; and (3) filing with the Town Clerk on May 20, 2024. In addition, dial-in information was posted to the Housing Authority website on May 20, 2024.

Chairman Toohey read adequate notice to the Public.

Minutes for April 2, 2024- After discussion a motion was made by Vice Chairman Mullin and seconded Treasurer Washington approving the Meeting Minutes of April 2, 2024. The following votes were cast:

AYES

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

ABSTAIN

NAYS

Chairman Toohey declared said motion carried.

Payment of Bills – After discussion, a motion was made by Vice Chairman Mullin and seconded by Treasurer Washington approving the bills for May 2024 and June 2024. The following votes were cast:

AYES

ABSTAIN

NAYS

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

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 provided the Board of Commissioners with a copy of the Executive Director’s Report.

New Business-

Report of Committees:

Tenant Relations – There was a follow-up discussion regarding the role of tenant relations committee and the specifically role of Commissioners on the Committee.

Personnel – The performance appraisal for ED will be discussed in Closed Session.

Building & Grounds- Commissioner Kline stated the maintenance of the building looks good.

Finance Committee- Vice Chairman Mullin discussed the rollover of the CD’s

Resolution 2024-05-13 After discussion a motion was made by Chairman Toohey and seconded by Chairman Kline Approving and Authorizing a Memorandum of Understanding with Zufall Health. The following votes were cast:

AYES

ABSTAIN

NAYS

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

Chairman Toohey declared said motion carried.

Resolution 2024-06-14 After discussion a motion was made by Commissioner Kline and seconded by Chairman Toohey Approving and Authorizing the Purchase of Outdoor Benches. The following votes were cast:

AYES

ABSTAIN

NAYS

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

Chairman Toohey declared said motion carried.

Resolution 2024-06-15- At 5:14 pm a motion was made by Vice-Chairman Mullin and seconded by Chairman Toohey to go into Executive Session to discuss a personnel issue. All were in favor of said motion.

At 5:30 pm the Board re-convened into Open Session.

Old Business: Ms. Tchinchinian discussed the leasing up increase for the Housing Choice Voucher Program.

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

Motion to Adjourn- Motion was made by Vice Chairman Mullin and Seconded by Commissioner Kline to adjourn the meeting. All were in favor. Meeting ended at 5:31 P.M.

Original Signed By:

Maria Tchinchinian, Director/Secretary

7/2/2024

Date Adopted