

HOUSING AUTHORITY OF THE TOWN OF DOVER
MINUTES OF THE REGULAR MEETING
August 6, 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 4:30 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 (Arrived 4:32 PM)
Commissioner Kline

ABSENT

Also attending meeting:

Maria Tchinchinian, Executive Director
Joseph Manfredi, Attorney

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 December 27, 2023; (2) posting on the bulletin board at the John J. Rich Senior Apartments on December 27, 2023 ; and (3) filing with the Town Clerk on July 31, 2024. In addition, dial-in information was posted to the Housing Authority website on July 31, 2024.

Chairman Toohey read adequate notice to the Public.

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

AYES

Chairman Toohey
Vice Chairman Mullin
Treasurer Washington
Commissioner Kline

ABSTAIN

Commissioner Munoz Reina

NAYS

Chairman Toohey declared said motion carried.

Payment of Bills – After discussion, a motion was made by Treasurer Washington and seconded by Commissioner Kline approving the bills for August 2024. The following votes were cast:

AYES

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

ABSTAIN

NAYS

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 – None

Personnel – Discussed Resolution being voted on

Building & Grounds- None

Finance Committee- New CD rates will be evaluated

Resolution 2024-08-20 After discussion a motion was made by Commissioner Kline and seconded by Chairman Toohey for Renewal of Membership in the New Jersey Public Housing Joint Insurance Fund. The following votes were cast:

AYES

ABSTAIN

NAYS

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

Chairman Toohey declared said motion carried.

Resolution 2024-08-21 After discussion a motion was made by Treasurer Washington and seconded by Commissioner Kline Ratifying the Hiring of Jessica Kirchenbauer to the position of Housing Assistance Technician (Temporary, Part-Time) Effective July 22, 2024. The following votes were cast:

AYES

ABSTAIN

NAYS

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

Chairman Toohey declared said motion carried.

Old Business: Commissioner Kline asked that Ms. Tchinchinian send an email to all Council Members of the Town of Dover regarding the vacant Board position for the Housing Authority.

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 Treasurer Washington to adjourn the meeting. All were in favor. Meeting ended at 4:59 P.M.

Original Signed By:

Maria Tchinchinian, Director/Secretary

9/3/2024

Date Adopted