

**HOUSING AUTHORITY OF THE TOWN OF DOVER**  
**MINUTES OF THE REGULAR MEETING**  
**April 7, 2020**

**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:** Chairman Toohey called the meeting to order at 4:30 P.M.

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

**PRESENT**

Chairman Toohey  
Vice Chairman Mullin  
Commissioner Amaro  
Commissioner Washington  
Commissioner Valencia  
Commissioner Gavilanes

**ABSENT**

**Also attending meeting:**

Maria Tchinchinian, Executive Director  
William Lovas, Attorney  
Peter Polcari, Accountant  
John Schmidt, Acting Town Clerk, Town of Dover

Chairman Toohey read adequate notice to the Public.

**Public Notice** – I hereby announce and state that adequate notice of this meeting being held on this seventh day of April 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 and the Daily Record, which was published in the Daily Record. 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.”

**Minutes** – A motion was made by Chairman Toohey and seconded by Vice Chairman Mullin approving the Minutes March 3, 2020. The following votes were cast:

**AYES**

Chairman Toohey  
Vice Chairman Mullin

**ABSTAIN**

Commissioner Amaro  
Commissioner Washington  
Commissioner Valencia  
Commissioner Gavilanes

**NAYS**

Chairman Toohey declared said motion carried.

**Minutes of Confidential Closed Session (March 3, 2020)**- A motion was made by Chairman Toohey and seconded by Vice Chairman Mullin approving the Confidential Closed Session Minutes of March 3, 2020. The following votes were cast:

**AYES**

**ABSTAIN**

**NAYS**

Chairman Toohey  
Vice Chairman Mullin

Commissioner Amaro  
Commissioner Washington  
Commissioner Valencia  
Commissioner Gavilanes

Chairman Toohey declared said motion carried.

**Receivables** – A motion was made by Commissioner Amaro and seconded by Commissioner Washington approving the bills for April 7, 2020. The following votes were cast:

**AYES**

**ABSTAIN**

**NAYS**

Chairman Toohey  
Vice Chairman Mullin  
Commissioner Amaro  
Commissioner Washington  
Commissioner Valencia  
Commissioner Gavilanes

Chairman Toohey declared said motion carried.

**Resolution 2020-04-13-** After discussion motion was made by Vice Chairman Mullin and seconded by Commissioner Valencia Appointing Officers to the Housing Authority Town of Dover Board of Commissioners with a slate as Chairman: Thomas Toohey, Vice-Chairman: James Mullin, and Treasurer: Cary Amaro for the remainder of 2020. The following votes were cast:

**AYES**

**ABSTAIN**

**NAYS**

Chairman Toohey  
Vice Chairman Mullin  
Commissioner Amaro  
Commissioner Washington  
Commissioner Valencia  
Commissioner Gavilanes

Chairman Toohey declared said motion carried.

**Resolution 2020-04-14-** A motion was made by Chairman Toohey and seconded by Commissioner Washington Awarding Contract for Lawn & Property Maintenance for John J. Rich Senior Apartments. The following votes were cast:

**AYES**

**ABSTAIN**

**NAYS**

Chairman Toohey  
Vice Chairman Mullin  
Commissioner Amaro  
Commissioner Washington  
Commissioner Valencia  
Commissioner Gavilanes

Chairman Toohey declared said motion carried.

**Report of Legal Counsel** – Mr. Lovas responded that everything was fine. Everything that was necessary for transfer with new Commissioner's is complete. Mr. Lovas spoke with John Schmidt, the Acting Town Clerk to verify information. "Conference call" style meeting worked well and everything ran smoothly. Welcomed new Commissioners and advised they can call him with any questions.

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

**New Business**

**Report of Committees:** Commissioners chose Committees to be on as per By-Laws.

**Tenant Relations** – Commissioner Amaro & Commissioner Gavilanes

**Personnel** – Commissioner Mullin & Commissioner Washington

**Building & Grounds** – Commissioner Toohey & Commissioner Valencia

**Old Business**

**Motion to Adjourn-** All were in favor. Meeting ended at 5:58 P.M.

Original Signed By:

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Maria Tchinchinian, Director/Secretary

5/5/2020

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Date Adopted