

**HOUSING AUTHORITY OF THE TOWN OF DOVER**  
**MINUTES OF THE REGULAR MEETING**  
**April 5, 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 4:30 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

**ABSENT**

Commissioner Sierra

**Also attending meeting:**

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

**Public Notice** – I hereby announce and state that adequate notice of this regular meeting being held on this fifth 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, 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** – A motion was made by Vice Chairman Mullin and seconded by Commissioner Washington approving the Meeting Minutes of March 1, 2022. The following votes were cast:

**AYES**

Chairman Toohey  
Vice Chairman Mullin  
Treasurer Amaro  
Commissioner Washington

**ABSTAIN**

Commissioner Munoz Reina

**NAYS**

Chairman Toohey declared said motion carried.

**Payment of Bills** – A motion was made by Chairman Toohey and seconded by Commissioner Washington approving the bills for April 2022. The following votes were cast:

**AYES**

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

**ABSTAIN**

**NAYS**

Chairman Toohey declared said motion carried.

**Report of Financial Statements-** Mr. Polcari discussed the financial statements.

**Report of Legal Counsel** – Mr. Manfredi worked with Director on the resolutions and other matters.

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

**New Business-**

**Report of Committees:**

**Tenant Relations** – Discussed Resident Tenant Meeting in May.

**Personnel** – Vice Chairman Mullin discussed Performance Appraisal

**Building & Grounds-** Chairman Toohey discussed all the projects and repairs to the building.

**Resolution 2022-04-10-** After discussion a motion was made by Vice Chairman Mullin and seconded by Commissioner Munoz Reina Approving and Authorizing the Award of Contract for Lawn and Property Maintenance. The following votes were cast:

**AYES**

**ABSTAIN**

**NAYS**

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

Chairman Toohey declared said motion carried.

**Resolution 2022-04-11-** After discussion a motion was made by Commissioner Washington and seconded by Chairman Toohey Approving and Authorizing the Award of Contract for the Purchase of Laundry Room Equipment. The following votes were cast:

**AYES**

**ABSTAIN**

**NAYS**

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

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 Vice Chairman Mullin and Seconded by Chairman Toohey. All were in favor. Meeting ended at 5:05 P.M.

*Maria Tchinchinian*

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Maria Tchinchinian, Director/Secretary

5/3/2022  
Date Adopted