

HOUSING AUTHORITY OF THE TOWN OF DOVER
MINUTES OF THE REGULAR MEETING
January 3, 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
Commissioner Washington
Commissioner Kline
Commissioner Munoz Reina

ABSENT

Treasurer Amaro

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 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 December 28, 2023. In addition, dial-in information was posted to the Housing Authority website on December 28, 2023.

Chairman Toohey read adequate notice to the Public.

Minutes for December 5, 2023- After discussion a motion was made by Vice Chairman Mullin and seconded Chairman Toohey approving the Meeting Minutes of December 5, 2023. The following votes were cast:

AYES

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

ABSTAIN

NAYS

Chairman Toohey declared said motion carried.

Minutes of Confidential Closed Session (December 5, 2023)- A motion was made by Commissioner Kline and seconded by Commissioner Washington approving the Confidential Closed Session Minutes of December 5, 2023.

AYES

ABSTAIN

NAYS

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

Chairman Toohey declared said motion carried.

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

AYES

ABSTAIN

NAYS

Chairman Toohey
Vice Chairman Mullin
Commissioner 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’s report is attached to the minutes.

New Business-

Report of Committees:

Tenant Relations – No information to report

Personnel – Discussed Increases and performance reviews

Building & Grounds- Discussed property next door and requested a letter be sent to Code Enforcement.

Finance Committee- No information to report

Resolution 2024-01-01- After discussion a motion was made by Vice Chairman Mullin and seconded by Chairman Toohey Approving and Authorizing a Salary Increase for All Housing Authority Employees. The following votes were cast:

AYES

ABSTAIN

NAYS

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

Chairman Toohey declared said motion carried.

Resolution 2024-01-02- A motion was made by Commissioner Kline and seconded by Vice Chairman Mullin Appointing an Auditor for FYE 2023 to the firm of Giampaolo & Associates. The following votes were cast:

AYES

ABSTAIN

NAYS

Chairman Toohey
Vice Chairman Mullin
Treasurer Amaro
Commissioner Kline
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 by Commissioner Kline and Seconded by Vice Chairman Mullin. All were in favor. Meeting ended at 5:29 P.M.

Original Signed By:

Maria Tchinchinian, Director/Secretary

2/6/2024

Date Adopted