

HOUSING AUTHORITY OF THE TOWN OF DOVER
MINUTES OF THE REGULAR MEETING
March 5, 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

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 February 22, 2024. In addition, dial-in information was posted to the Housing Authority website on February 22, 2024.

Chairman Toohey read adequate notice to the Public.

Minutes for February 6, 2024- After discussion a motion was made by Vice Chairman Mullin and seconded Chairman Toohey approving the Meeting Minutes as edited of March 5, 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 Commissioner Munoz Reina approving the bills for March 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 – Commissioner Munoz Reina discussed setting up a quarterly schedule with tenant activities so that Commissioners can plan to attend, such as Fire Safety Meeting.

Personnel – Vice Chairman Mullin requested to set up conference call for ED Performance Appraisal.

Building & Grounds- Commissioner Kline discussed property next door Enforcement.

Finance Committee- Vice Chairman Mullin discussed new bank signature cards were set up, and CD expiration.

Old Business: None

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 5:25 P.M.

Original Signed By:

Maria Tchinchinian, Director/Secretary

4/2/2024

Date Adopted