

HOUSING AUTHORITY OF THE TOWN OF DOVER
MINUTES OF THE REGULAR MEETING
July 2, 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 4:35 P.M.

PLEDGE OF ALLEGIANCE

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

PRESENT

Chairman Toohey
Vice Chairman Mullin
Treasurer Washington
Commissioner Kline

ABSENT

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 June 26, 2024. In addition, dial-in information was posted to the Housing Authority website on June 26, 2024.

Chairman Toohey read adequate notice to the Public.

Minutes for May 30, 2024- After discussion a motion was made by Commissioner Kline and seconded Chairman Toohey approving the Meeting Minutes of May 30, 2024. The following votes were cast:

AYES

Chairman Toohey
Vice Chairman Mullin
Treasurer Washington
Commissioner Kline

ABSTAIN

NAYS

Chairman Toohey declared said motion carried.

Confidential Closed Session Minutes for May 30, 2024- After discussion a motion was made by Commissioner Kline and seconded by Vice Chairman Mullin approving the Confidential Closed Session Meeting Minutes of May 30, 2024. The following votes were cast:

AYES

Chairman Toohey

ABSTAIN

NAYS

Vice Chairman Mullin
Treasurer Washington
Commissioner Kline

Chairman Toohey declared said motion carried.

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

AYES

ABSTAIN

NAYS

Chairman Toohey
Vice Chairman Mullin
Treasurer Washington
Commissioner Kline

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 – There is a topic to be discussed in Closed Session.

Building & Grounds- None

Finance Committee- The Budget for 2025 was discussed

Resolution 2024-07-16 After discussion a motion was made by Chairman Toohey and seconded by Vice Chairman Mullin Approving the State Budget for 2024- 2025. The following votes were cast:

AYES

ABSTAIN

NAYS

Chairman Toohey
Vice Chairman Mullin
Treasurer Washington
Commissioner Kline

Chairman Toohey declared said motion carried.

Resolution 2024-07-17 After discussion a motion was made by Commissioner Kline and seconded by Treasurer Washington Approving PHA Certifications of Compliance for Five Year PHA Plan. The following votes were cast:

AYES

ABSTAIN

NAYS

Chairman Toohey
Vice Chairman Mullin
Commissioner Washington
Commissioner Kline

Chairman Toohey declared said motion carried.

Resolution 2024-07-18 At 5:29 pm a motion was made by Chairman Toohey and seconded by Commissioner Kline to go into Executive Session to discuss a personnel issue. All were in favor of said motion.

At 5:43 pm the Board re-convened into Open Session.

Resolution 2024-07-19- After discussion a motion was made by Vice Chairman Mullin and seconded by Treasurer Washington Approving and Authorizing a Change in Job Title and Salary for Lizbeth Carrasco. The following votes were cast:

AYES

ABSTAIN

NAYS

Chairman Toohey
Vice Chairman Mullin
Commissioner Washington
Commissioner Kline

Chairman Toohey declared said motion carried.

Old Business: Ms. Tchinchinian discussed the leasing up increase for the Housing Choice Voucher Program.

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 to adjourn the meeting. All were in favor. Meeting ended at 5:46 P.M.

Original Signed By:

Maria Tchinchinian, Director/Secretary

8/6/2024

Date Adopted