

HOUSING AUTHORITY OF THE TOWN OF DOVER
MINUTES OF THE REGULAR MEETING
APRIL 1, 2025

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 4:30 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
Commissioner Santiago

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 16, 2024; (2) posting on the bulletin board at the John J. Rich Senior Apartments on December 16, 2024; and (3) filing with the Town Clerk on March 28, 2025. In addition, dial-in information was posted to the Housing Authority website on March 28, 2025.

Chairman Toohey read adequate notice to the Public.

MINUTES FOR MARCH 4, 2025: After discussion a motion was made by Commissioner Kline and seconded by Treasurer Washington approving the Amended Meeting Minutes of March 4, 2025. The following votes were cast:

AYES

Chairman Toohey
Vice Chairman Mullin
Treasurer Washington
Commissioner Kline
Commissioner Santiago

ABSTAIN

NAYS

Chairman Toohey declared said motion carried

CONFIDENTIAL EXECUTIVE SESSION MINUTES FOR MARCH 4, 2025- After discussion a motion was made by Vice Chairman Mullin and seconded by Commissioner Santiago approving the Confidential Executive Session Meeting Minutes of March 4, 2025. The following votes were cast:

AYES**ABSTAIN****NAYS**

Chairman Toohey
Vice Chairman Mullin
Treasurer Washington
Commissioner Kline
Commissioner Santiago

Chairman Toohey declared said motion carried

PAYMENT OF BILLS – After discussion, a motion was made by Chairman Toohey and seconded by Treasurer Washington approving the bills for April 2025. The following votes were cast:

AYES**ABSTAIN****NAYS**

Chairman Toohey
Vice Chairman Mullin
Treasurer Washington
Commissioner Kline
Commissioner Santiago

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:**

PERSONNEL – Discussed the Executive Director's Performance Review process.

BUILDING & GROUNDS- Elevator project was discussed.

FINANCE COMMITTEE- Looking forward to reviewing the Audit FYE 9/30/2024.

RESOLUTION 2025-04-11: After discussion a motion was made by Commissioner Kline and seconded by Treasurer Washington 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 Washington
Commissioner Kline
Commissioner Santiago

Chairman Toohey declared said motion carried.

RESOLUTION 2025-04-12: After discussion a motion was made by Commissioner Kline and seconded by Chairman Toohey Approving and Authorizing the Award of Contract for FSS Program Management Services for Calendar Year 2025. The following votes were cast:

AYES**ABSTAIN****NAYS**

Chairman Toohey
Vice Chairman Mullin
Treasurer Washington
Commissioner Kline
Commissioner Santiago

Chairman Toohey declared said motion carried.

Resolution 2025-04-13 At 5:13 pm a motion was made by Vice Chairman Mullin and seconded by Treasurer Washington to go into Executive Session to discuss a contract matter and also a matter of Attorney/Client privilege. All were in favor of said motion.

At 5:26 pm the Board re-convened into Open Session.

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 to adjourn the meeting. All were in favor. Meeting ended at 5:27 P.M.

Original Signed By:

Maria Tchinchinian, Director/Secretary

5/6/2025

Date Adopted