

**HOUSING AUTHORITY OF THE TOWN OF DOVER
MINUTES OF THE REGULAR MEETING
JULY 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 4:33 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
Commissioner Summerset-Neely

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 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 June 25, 2025. In addition, dial-in information was posted to the Housing Authority website on June 25, 2025.

Chairman Toohey read adequate notice to the Public.

MINUTES FOR JUNE 4, 2025: After discussion a motion was made by Chairman Toohey and seconded by Vice Chairman Mullin approving the Meeting Minutes of June 4, 2025. The following votes were cast:

AYES

Chairman Toohey
Vice Chairman Mullin
Treasurer Washington
Commissioner Kline
Commissioner Santiago
Commissioner Summerset-Neely

ABSTAIN

NAYS

Chairman Toohey declared said motion carried.

CONFIDENTIAL EXECUTIVE SESSION MINUTES FOR JUNE 4, 2025- After discussion a motion was made by Commissioner Kline and seconded by Treasurer Washington approving the Confidential Executive Session Meeting Minutes of June 4, 2025. The following votes were cast:

AYES

ABSTAIN

NAYS

Chairman Toohey
Vice Chairman Mullin
Treasurer Washington
Commissioner Kline
Commissioner Santiago
Commissioner Summerset-Neely

Chairman Toohey declared said motion carried.

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

AYES

ABSTAIN

NAYS

Chairman Toohey
Vice Chairman Mullin
Treasurer Washington
Commissioner Kline
Commissioner Santiago
Commissioner Summerset-Neely

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. Tchinchian provided the Board of Commissioners with a copy of the Executive Director’s Report.

NEW BUSINESS-

REPORT OF COMMITTEES:

PERSONNEL – No matters at this time.

BUILDING & GROUNDS- Discussed elevator rehabilitation project & sprinkler that needs repairing.

FINANCE COMMITTEE- The State Budget will be reviewed at tonight’s meeting.

RESOLUTION 2025-07-21: After discussion a motion was made by Vice Chairman Mullin and seconded by Commissioner Summerset-Neely Approving the State Budget for 2025- 2026. The following votes were cast:

AYES

ABSTAIN

NAYS

Chairman Toohey
Vice Chairman Mullin
Treasurer Washington
Commissioner Kline
Commissioner Santiago
Commissioner Summerset-Neely

Chairman Toohey declared said motion carried.

RESOLUTION 2025-07-22: After discussion a motion was made by Chairman Toohey and seconded by Treasurer Washington Approving and Authorization the Award of a contract to Pacho Home Improvements and Painting LLC for repair services. The following votes were cast:

AYES

ABSTAIN

NAYS

Chairman Toohey
Vice Chairman Mullin
Treasurer Washington
Commissioner Kline
Commissioner Santiago
Commissioner Summerset-Neely

Chairman Toohey declared said motion carried.

RESOLUTION 2025-07-23: At 5:24 pm a motion was made by Chairman Toohey and seconded by Vice Chairman Mullin to go into Executive Session to discuss a matter of Attorney/Client privilege. All were in favor of said motion.

At 5:37 pm a motion was made by Chairman Toohey and seconded by Commissioner Santiago to reconvene into Open Session. All were in favor of said motion.

A motion was made to approve a final vendor payment to Housing Authority vendor MRI in the amount of \$14,506.00. The motion was made by Commissioner Kline and seconded by Commissioner Santiago. The motion passed.

AYES

ABSTAIN

NAYS

Chairman Toohey
Vice Chairman Mullin
Treasurer Washington
Commissioner Kline
Commissioner Santiago
Commissioner Summerset-Neely

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 Santiago and Seconded by Commissioner Summerset-Neely to adjourn the meeting. All were in favor. Meeting ended at 5:45 P.M.

Original Signed By:

Maria Tchinchinian, Director/Secretary

8/5/2025

Date Adopted