

HOUSING AUTHORITY OF THE TOWN OF DOVER
MINUTES OF THE REGULAR MEETING
December 2, 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
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 November 20, 2025. In addition, dial-in information was posted to the Housing Authority website on November 20, 2025.

Chairman Toohey read adequate notice to the Public.

MINUTES FOR NOVEMBER 5, 2025: After discussion a motion was made by Vice Chairman Mullin and seconded by Commissioner Summerset-Neely approving the Meeting Minutes of November 5, 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.

PAYMENT OF BILLS – After discussion, a motion was made by Chairman Toohey and seconded by Commissioner Santiago approving the bills for December 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. Tchinchinian 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 and building inspection.

FINANCE COMMITTEE- No matters at this time.

RESOLUTION 2025-12-34: After discussion a motion was made by Chairman Toohey and seconded by Treasurer Washington Approving and Authorizing the Award for the installation of new glycol filter housing replacement. 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 2025-12-35: At 5:10 pm a motion was made by Vice Chairman Mullin and seconded by Treasurer Washington to go into Executive Session to discuss a matter of Attorney/Client privilege. All were in favor of said motion.

At 5:35 pm a motion was made by Vice Chairman Mullin and seconded by Chairman Toohey to re-convene into Open Session. All were in favor of said motion.

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 Chairman Toohey and Seconded by Vice Chairman Mullin to adjourn the meeting. All were in favor. Meeting ended at 5:37 P.M.

Original Signed By:

Maria Tchinchinian, Director/Secretary

1/6/2026

Date Adopted