

**HOUSING AUTHORITY OF THE TOWN OF DOVER
MINUTES OF THE REGULAR MEETING**

September 3, 2013

TIME: 4:30 P.M.

PLACE: Housing Authority of the Town of Dover, John J. Rich
Senior Apartments, 215 E. Blackwell St., Dover, New Jersey

SALUTE TO THE FLAG

CALL TO ORDER: Chairman Rich called the meeting to order
at 4:30 P.M.

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

PRESENT

Chairman Rich
Vice Chairman Inglis
Commissioner Mullin
Commissioner Toohey

ABSENT

Commissioner Donaghy
Commissioner Garzon
Commissioner Kline

Also attending meeting:

Roberta L. Strater, Executive Director
Maria Tchinchinian, Deputy Executive Director
William Lovas, Attorney

Public Notice - I hereby announce and state that adequate notice of this meeting being held on this third day of September was provided by the Executive Director of the Housing Authority of the Town of Dover by preparing a notice specifying the time, date and place of this meeting. Posting such notice on the bulletin board at the John J. Rich Senior Apartments and filing said notice with the Town Clerk and the Daily Record, which was published in the Daily Record. I hereby hand a copy of such notice to the Executive Director of the Housing Authority of the Town of Dover for inclusion in the minutes of this meeting, all of the above in accordance with N.J.S.A. 10:4-6et. seq. "Open Public Meetings Act."

Minutes - A motion was made by Vice-Chairman Inglis and seconded by Commissioner Toohey approving the Minutes of August 6, 2013. The following votes were cast:

AYES

Chairman Rich
Vice Chairman Inglis
Commissioner Mullin
Commissioner Toohey

ABSTAIN

NAYS

Chairman Rich declared said motion carried.

The Board discussed a question regarding the Family Self Sufficiency escrow accounts. Peter Polcari explained the escrow

and where it is allocated from and how it is earned.

Receivables - After discussion a motion was made by Chairman Rich and seconded by Commissioner Toohey approving the bills for September 3, 2013. The following votes were cast:

AYES

ABSTAIN

NAYS

Chairman Rich
Vice Chairman Inglis
Commissioner Mullin
Commissioner Toohey

Chairman Rich declared said motion carried.

Resolution 2013-09-13 -A motion was made by Commissioner Toohey and seconded by Commissioner Mullin Awarding Contract for Pest Control Services to Viking Pest Control. The following votes were cast:

AYES

ABSTAIN

NAYS

Commissioner Rich
Vice Chairman Inglis
Commissioner Mullin
Commissioner Toohey

Chairman Rich declared said motion carried.

The Board discussed that the wood for the split rail fence over by property next door should either be cedar or pressure treated. Maria will contact Essex Fence to discuss these recommendations by Board and verify the type of wood being used.

Resolution 2013-09-14 -After discussion and recommendations by Board a motion was made by Commissioner Mullin and seconded by Commissioner Toohey Awarding Contract for Split Rail Fence to Essex Fence Company. The following votes were cast:

AYES

ABSTAIN

NAYS

Commissioner Rich
Vice Chairman Inglis
Commissioner Mullin
Commissioner Toohey

Chairman Rich declared said motion carried.

Resolution 2013-09-15 -After discussion a motion was made by Vice Chairman Inglis and seconded by Commissioner Mullin Amending the The Annual Plan-Capital Fund 2013. The following votes were cast:

AYES

ABSTAIN

NAYS

Commissioner Rich
Vice Chairman Inglis
Commissioner Mullin
Commissioner Toohey

Chairman Rich declared said motion carried.

The Board discussed the flower bed free standing wall that was proposed for the front area over by property next door. The Board has several recommendations and would like to meet with Steve's Landscaping to go over the details and verify the information.

Resolution 2013-09-16 - After discussion and recommendations by Board a motion was made that is contingent on details recommended, by Commissioner Mullin and seconded by Vice Chairman Inglis awarding the Contract for a Free Standing Stone Wall to Steve's Landscaping. The following votes were cast:

AYES

ABSTAIN

NAYS

Commissioner Rich
Vice Chairman Inglis
Commissioner Mullin
Commissioner Toohey

Chairman Rich declared said motion carried.

Financial Statements- No comments

Report of Legal Counsel - Mr. Lovas reported Abe Akselrad was doing well and hopes to return to work soon. Mr. Lovas stated everything was quiet on legal front.

Board Report - Ms. Strater's report is attached to the minutes.

New Business

Report of Committees:

Tenant Relations - None

Personnel - None

Building & Grounds - The Board discussed the repair need to the Standpipe system and approval was given to move forward with repair.

Old Business - None

Original Signed By:

Roberta L. Strater, Director/Secretary

10/1/2013

Date Adopted