

HOUSING AUTHORITY OF THE TOWN OF DOVER
MINUTES OF THE REGULAR MEETING
October 2, 2018

TIME: 4:30 P.M.

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

SALUTE TO THE FLAG

CALL TO ORDER: Chairman Rich called the meeting to order at 4:33 P.M.

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

PRESENT

Chairman Rich
Commissioner Inglis (present via telephone)
Commissioner Kline
Commissioner Mullin
Commissioner Picciallo
Vice Chairman Toohey

ABSENT

Commissioner Garzon

Also attending meeting:

Maria Tchinchinian, Executive Director
William Lovas, Attorney
Peter Polcari, Accountant

Public Notice - I hereby announce and state that adequate notice of this meeting being held on this second day of October 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 Toohey and seconded by Commissioner Picciallo approving the Minutes of September 4, 2018. The following votes were cast:

AYES

Chairman Rich
Commissioner Mullin
Commissioner Picciallo
Vice Chairman Toohey

ABSTAIN

Commissioner Inglis
Commissioner Kline

NAYS

Chairman Rich declared said motion carried.

Receivables - A motion was made by Commissioner Picciallo and seconded by Vice Chairman Toohey approving the bills for

October 2, 2018.

The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Chairman Rich		
Commissioner Inglis		
Commissioner Kline		
Commissioner Mullin		
Commissioner Picciallo		
Vice Chairman Toohey		

Chairman Rich declared said motion carried.

Resolution 2018-10-21- A motion was made by Vice Chairman Toohey and seconded by Commissioner Picciallo to Renew Membership in the NJPHA JIF. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Chairman Rich		
Commissioner Inglis		
Commissioner Kline		
Commissioner Mullin		
Commissioner Picciallo		
Vice Chairman Toohey		

Chairman Rich declared said motion carried.

Resolution 2018-10-22- A motion was made by Vice Chairman Toohey and seconded by Commissioner Picciallo Awarding Contract for Repair to Caulking to Area around Windows, and was Amended to Include Panels and Air conditioners in the Back Side of the Building at the John J. Rich Dover Senior Apartments. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Chairman Rich		
Commissioner Inglis		
Commissioner Kline		
Commissioner Mullin		
Commissioner Picciallo		
Vice Chairman Toohey		

Chairman Rich declared said motion carried.

Resolution 2018-10-23- A motion was made by Commissioner Kline and seconded by Commissioner Mullin Awarding Contract for Shed Renovations, and was Amended to Include Removal of all Construction Materials. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Chairman Rich		
Commissioner Inglis		
Commissioner Kline		
Commissioner Mullin		
Commissioner Picciallo		
Vice Chairman Toohey		

Chairman Rich declared said motion carried.

Resolution 2018-10-24- A motion was made by Commissioner Kline and seconded by Commissioner Picciallo Awarding Contract for Elevator Evaluation/ Consulting Services at John J. Rich Dover Senior Apartments. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Chairman Rich		
Commissioner Inglis		
Commissioner Kline		
Commissioner Mullin		
Commissioner Picciallo		
Vice Chairman Toohey		

Chairman Rich declared said motion carried.

Resolution 2018-10-25- At 5:01 pm a motion was made by Commissioner Kline to go into Executive Session to discuss a Personnel matter. All were in favor of said motion.

At 5:32pm the Board re-convened into Open Session.

Report of Legal Counsel - Mr. Lovas stated there is a Personnel Matter that will be discussed in Executive Session. There were no other issues.

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

New Business

Report of Committees:

Tenant Relations - None

Personnel - None

Building & Grounds - Ms. Tchinchinian discussed how a visitor became stuck in the elevator. The fire department was called and the elevator door was opened so that the visitor could get out. The elevator was repaired immediately to prevent this from occurring again.

Old Business

None

Motion to Adjourn- All were in favor.

Original Signed By:

Maria Tchinchinian, Director/Secretary

12/4/2018

Date Adopted