

HOUSING AUTHORITY OF THE TOWN OF DOVER
MINUTES OF THE REGULAR MEETING
July 6, 2021

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#

SALUTE TO THE FLAG

CALL TO ORDER: The meeting was called to order at 4:30 P.M.

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

PRESENT

Chairman Toohey
Vice Chairman Mullin
Treasurer Amaro
Commissioner Washington
Commissioner Valencia

ABSENT

Commissioner Sierra

Also attending meeting:

Maria Tchinchinian, Executive Director
Joseph Manfredi, Attorney
Daryl Howard, Attorney
Peter Polcari, Accountant

Public Notice – I hereby announce and state that adequate notice of this regular meeting being held on this sixth day of July 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, the Daily Record, Star Ledger, and Citizen of Morris County and which was published in the Daily Record, Star Ledger and Citizen of Morris County. 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.”

Chairman Toohey read adequate notice to the Public.

Minutes – A motion was made by Chairman Toohey and seconded by Commissioner Valencia approving the Meeting Minutes of June 1, 2021. The following votes were cast:

AYES

Chairman Toohey
Vice Chairman Mullin
Treasurer Amaro
Commissioner Washington
Commissioner Valencia

ABSTAIN

NAYS

Chairman Toohey declared said motion carried.

Receivables – After discussion a motion was made by Vice Chairman Mullin and seconded by Commissioner Valencia approving the bills for July 2021. The following votes were cast:

AYES

ABSTAIN

NAYS

Chairman Toohey
Vice Chairman Mullin
Treasurer Amaro
Commissioner Washington
Commissioner Valencia

Chairman Toohey declared said motion carried.

Report of Financial Statements- Mr. Polcari discussed the financial statements.

Report of Legal Counsel – Mr. Manfredi discussed the proposed adoption of the Personnel Policy.

Board Report – Ms. Tchinchinian’s report is attached to the minutes.

New Business-

Report of Committees:

Tenant Relations – None

Personnel – Personnel Policy will be discussed during the resolution for the proposed adoption.

Building & Grounds – Chairman Toohey stated all items were discussed by Executive Director

Resolution 2021-07-18- After discussion a motion was made by Chairman Toohey and seconded by Commissioner Valencia Approving and Authorizing the Adoption of the Updated Personnel Policies and Procedures Manual. The following votes were cast:

AYES

ABSTAIN

NAYS

Chairman Toohey
Vice Chairman Mullin
Treasurer Amaro
Commissioner Washington
Commissioner Valencia

Chairman Toohey declared said motion carried.

Resolution 2021-07-19- After discussion a motion was made by Vice Chairman Mullin and seconded by Commissioner Washington to drain existing glycol and replace with new for solar hot water system at John J. Rich Dover Senior Apartments. The following votes were cast:

AYES

ABSTAIN

NAYS

Chairman Toohey
Vice Chairman Mullin

Treasurer Amaro (Record reflects vote after brief loss of communication)
Commissioner Washington
Commissioner Valencia

Chairman Toohey declared said motion carried.

Resolution 2021-07-20- After discussion a motion was made by Vice Chairman Mullin and seconded by Commissioner Valencia Awarding purchase and replacement of air conditioning/heating (HVAC) units for the John J. Rich Dover Senior Apartments. The following votes were cast:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Chairman Toohey Vice Chairman Mullin Treasurer Amaro Commissioner Washington Commissioner Valencia		

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 Washington and seconded by Commissioner Valencia. All were in favor. Meeting ended at 5:02 P.M.

Original Signed By:

Maria Tchinchinian, Director/Secretary

8/3/2021

Date Adopted