

HOUSING AUTHORITY OF THE TOWN OF DOVER
MINUTES OF THE REGULAR MEETING
December 7, 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 Sierra (Called in at 4:35 P.M.)

ABSENT

Also attending meeting:

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

Public Notice – I hereby announce and state that adequate notice of this regular meeting being held on this seventh day of December 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 Vice Chairman Mullin and seconded by Chairman Toohey approving the Meeting Minutes of November 1, 2021. The following votes were cast:

AYES

Chairman Toohey
Vice Chairman Mullin
Treasurer Amaro
Commissioner Washington

ABSTAIN

NAYS

Chairman Toohey declared said motion carried.

Receivables – A motion was made by Treasurer Amaro and seconded by Commissioner Washington approving the bills for December 2021. The following votes were cast:

AYES

Chairman Toohey
Vice Chairman Mullin
Treasurer Amaro
Commissioner Washington

ABSTAIN

NAYS

Chairman Toohey declared said motion carried.

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

Report of Legal Counsel – Mr. Manfredi discussed Resolution 2021-12-32 and discussed items in Closed Session.

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

New Business-

Report of Committees:

Tenant Relations – None

Personnel – Vice Chairman Mullin inquired about In-person/ Virtual Meetings requirements.

Building & Grounds- None

Resolution 2021-12-29- A motion was made by Chairman Toohey and seconded by Vice Chairman Mullin Appointing an Auditor for FYE 2021 to the firm of Hymanson, Parnes & Giampaolo. The following votes were cast:

AYES

ABSTAIN

NAYS

Chairman Toohey
Vice Chairman Mullin
Treasurer Amaro
Commissioner Washington
Commissioner Sierra

Chairman Toohey declared said motion carried.

Resolution 2021-12-30- A motion was made by Vice Chairman Mullin and seconded by Commissioner Washington Approving and Authorizing the Award of a Cleaning Service Contract. The following votes were cast:

AYES

ABSTAIN

NAYS

Chairman Toohey
Vice Chairman Mullin
Treasurer Amaro
Commissioner Washington
Commissioner Sierra

Chairman Toohey declared said motion carried.

Resolution 2021-12-31- A motion was made by Vice Chairman Mullin and seconded by Chairman Toohey for the Appointment of the Fund Commissioner for Joint Insurance Fund. The following votes were cast:

AYES

ABSTAIN

NAYS

Chairman Toohey
Vice Chairman Mullin
Treasurer Amaro
Commissioner Washington
Commissioner Sierra

Chairman Toohey declared said motion carried.

Resolution 2021-12-32- A motion was made by Vice Chairman Mullin and seconded by Commissioner Washington Approving and Authorizing a One-Time Payment to the Executive Director for Unused Vacation Time. The following votes were cast:

AYES

ABSTAIN

NAYS

Chairman Toohey
Vice Chairman Mullin
Treasurer Amaro
Commissioner Washington
Commissioner Sierra

Chairman Toohey declared said motion carried.

At 4:54 pm a motion was made by Commissioner Mullin and seconded by Vice-Chairman Toohey to go into Executive Session for discussion.

AYES

ABSTAIN

NAYS

Chairman Toohey
Vice Chairman Mullin
Treasurer Amaro
Commissioner Washington
Commissioner Sierra

Chairman Toohey declared said motion carried.

At 5:23 pm the Board re-convened into Open Session.

Old Business: None

Open to the Public: No one from the public on the meeting call

Motion to Adjourn- Motion was made Vice Chairman Mullin and seconded by Chairman Toohey. All were in favor. Meeting ended at 5:24 P.M.

Maria Tchinchinian, Director/Secretary

Date Adopted