

MINUTES

Regular Meeting
Dover Housing Authority
April 12, 2006
12:20 p.m.

The Commissioners of the Dover Housing Authority met in regular session on Wednesday, April 12, 2006, at 12:20 p.m. at the Dover Housing Authority office. Chairman McCooey called the meeting to order. Those present were: John McCooey, Chair; Barbara Caron, Vice Chair; Seymour Osman, Commissioner; Mark Moeller, Commissioner; and Marjorie Briand, Commissioner. Also present were: Jack Buckley, Executive Director; Otis Perry, Capital Fund Manager; DHA Liaison Officer Mark Leno; and May Glovinski, Deputy Director.

The minutes of the regular meeting of March 21, 2006, were presented. Seymour Osman moved, seconded by Barbara Caron, to accept the minutes as presented. All were in favor.

Manifests and Correspondence

The Payroll, Housing, Section 8, Addison Place and Covered Bridge Manor check manifests were presented. Marjorie Briand moved, seconded by Barbara Caron, to approve payroll checks numbered 009947 through 010002; housing checks numbered 026680 through 026770; Section 8 checks numbered 023193 through 023310, and Section 8 Direct Deposit transactions D00753 through D00805; Addison Place checks numbered 002537 through 002551; and Covered Bridge Manor checks numbered 001337 through 001347.

On a roll call vote:

Aye

Barbara Caron
Seymour Osman
Mark Moeller
Marjorie Briand
John McCooey

Nay

None

Reports

Seymour Osman moved to accept the following reports as presented, seconded by Mark Moeller:

- Report of the Executive Director dated April 7, 2006. The Executive Director discussed his report at length with the Board.
- Report of Housing Statistics for the Month of March, 2006. The Board reviewed and discussed the report. No action was necessary.
- Report from DHA Liaison Officer for the Month of March 2006. The Board reviewed and discussed the report with DHA Liaison Officer Mark Leno. No action was necessary. (Officer Leno left the meeting at 12:50 p.m.)
- Report of Capital Fund Manager dated April 5, 2006. The Board reviewed and discussed the report with Otis Perry and no action was necessary.
- Report of Senior Supportive Services Coordinator dated April, 2006. The Board reviewed and discussed the report and no action was necessary.
- Family Self-Sufficiency Program Update dated April, 2006. The Board reviewed and discussed the report and no action was necessary.
- Financial Reports. The Budget Comparative for the Public Housing and Section 8 programs for the period ended 02/28/2006 were presented. The Board reviewed the reports and no action was necessary.
- Policy Review. The Board reviewed the *Community Space Utilization Policy*. No changes were recommended.

On a roll call vote to accept the reports as presented:

Aye

Barbara Caron
Seymour Osman
Mark Moeller
Marjorie Briand
John McCooey

Nay

None

Resolutions

Barbara Caron moved, seconded by Seymour Osman, for the adoption of the following resolution:

RESOLUTION NO. 2006-04-01

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Dover Housing Authority, that the Executive Director is authorized to withdraw the sum of \$1,300.00 in security deposits and \$74.81 in interest, for a total of \$1,374.81 from TD Banknorth Account No. 9730295791, which is a depository of security deposit funds.

BE IT FURTHER RESOLVED, that the funds withdrawn will be refunded to eligible individuals or applied to appropriate accounts, in accordance with the Housing Statistics Report dated March 31, 2006.

On a roll call vote:

Aye

Nay

Barbara Caron
Seymour Osman
Mark Moeller
Marjorie Briand
John McCooey

None

Seymour Osman moved, seconded by Mark Moeller, for the adoption of the following resolution:

RESOLUTION NO. 2006-04-02

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Dover Housing Authority, that the Executive Director is authorized to withdraw the sum of \$170.00 from Bank of New Hampshire Account No. 35-232551-20, which is the Section 8 Family Self-Sufficiency (FSS) Escrow Account.

BE IT FURTHER RESOLVED, that these funds will be a partial disbursement on

behalf of an FSS program participant to help achieve her FSS goals.

On a roll call vote:

Aye

Nay

Barbara Caron
Seymour Osman
Mark Moeller
Marjorie Briand
John McCooey

None

Seymour Osman moved, seconded by Marjorie Briand, for the adoption of the following resolution:

RESOLUTION NO. 2006-04-03

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:
Board Resolution to Accompany the *Standard Annual, Standard 5-Year/Annual,*
and
*Streamlined 5-Year/Annual PHA Plans***

(See Resolution Book for text)

On a roll call vote:

Aye

Nay

Barbara Caron
Seymour Osman
Mark Moeller
Marjorie Briand
John McCooey

None

Miscellaneous

There was no miscellaneous information.

Old Business

The Board deferred discussion to next month.

New Business

There was no new business.

Adjournment

Barbara Caron moved to adjourn, seconded by Mark Moeller. All were in favor. Regular session adjourned at 1:05 p.m.

Chairman Date

Secretary Date