

## **MINUTES**

Regular Meeting  
Dover Housing Authority  
June 21, 2005  
12:00 noon

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The Commissioners of the Dover Housing Authority met in regular session on June 21, 2005, at 12:15 p.m. at the Dover Housing Authority office. Those present were: Allan Krans; Seymour Osman; Marjorie Briand; and Barbara Caron. Also present were: Jack Buckley, Executive Director; Otis Perry, Capital Fund Manager; Howard Gordon, Accountant; DHA Liaison Officers Mark Leno and Joe Caproni; and May Glovinski, Deputy Director. John McCooley was absent.

The minutes of the regular meeting of May 17, 2005, were presented. Commissioner Briand moved, seconded by Commissioner Osman, 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. Commissioner Osman moved, seconded by Commissioner Briand, to approve payroll checks numbered 009199 through 009288; housing checks numbered 025749 through 025863; Section 8 checks numbered 021869 through 022004, and Section 8 Direct Deposit transactions D00316 through D00354; Addison Place checks numbered 002346 through 002359; and Covered Bridge Manor checks numbered 001169 through 001184.

On a roll call vote:

#### Aye

Allan Krans  
Seymour Osman  
Barbara Caron  
Marjorie Briand

#### Nay

None

### **Reports**

Commissioner Caron moved to accept the following reports as presented, seconded by Commissioner Briand:

- Report of the Executive Director dated June 17, 2005. The Board discussed the status of the waterfront development. The Executive Director also informed the Board of Melissa Silvey's resignation from the Seymour Osman Community Center and explained that we were advertising the position as well as exploring other options for the Center. The Board also discussed the matter of forgiving a sleeper mortgage on one of the properties the DHA Affordable Housing Corporation sold to first-time homebuyers in 1988. After a lengthy discussion, Commissioner Caron and Commissioner Osman suggested we subordinate the mortgage, but not to forgive the mortgage. The Board unanimously agreed with this suggestion. It was also suggested that Attorney Pike review the status of the DHA Affordable Housing Corporation.
- Report of Housing Statistics for the month of May. The Board reviewed the report and no action was necessary.
- Report from DHA Liaison Officer for the month of May. The Board reviewed and discussed the report with DHA Liaison Officers Mark Leno and Joe Caproni. No action was necessary.
- Report of Capital Fund Manager dated June 16, 2005. The Board reviewed the report and no action was necessary.
- Report of Senior Supportive Services Coordinator. The Board reviewed the report and discussed the new Wentworth-Douglass Hospital dental clinic that recently opened. They wanted to insure that all our residents were made aware of this service.
- Financial Report for the period ended April 30, 2005. Howard Gordon discussed the report with the Board. No action was necessary.
- Policy Review. The Board reviewed the *Procurement Policy* and no changes were necessary.

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

Aye

Nay

Allan Krans  
Seymour Osman  
Barbara Caron  
Marjorie Briand

None

**Resolutions**

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

**RESOLUTION NO. 2005-06-01**

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Dover Housing Authority, that the Executive Director is authorized to withdraw the sum of \$350.00 in security deposits and \$30.02 in interest, for a total of \$380.02 from Bank of New Hampshire 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 May 31, 2005.

On a roll call vote:

Aye

Nay

Allan Krans  
Seymour Osman  
Barbara Caron  
Marjorie Briand

None

Commissioner Caron moved, seconded by Commissioner Briand, for the adoption of the following resolution:

**RESOLUTION NO. 2005-06-02**

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Dover Housing Authority, that Revision No. 2 to the Capital Fund Program Grant No. NH36P00350104 is hereby approved.

On a roll call vote:

Aye

Nay

Allan Krans  
Seymour Osman  
Barbara Caron  
Marjorie Briand

None

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

**RESOLUTION NO. 2005-06-03**

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Dover Housing Authority, that Cathryn Conway-Dorr is hereby authorized to attend the 2005 *National Service Coordinator Conference* in San Diego, California, October 9-12, 2005.

BE IT FURTHER RESOLVED, that all expenses in connection with this training conference are hereby approved.

On a roll call vote:

Aye

Nay

Allan Krans  
Seymour Osman  
Barbara Caron  
Marjorie Briand

None

**Miscellaneous**

The Board reviewed articles from *Foster's Daily Democrat* and *Dover Community News*.

**Old Business**

There was no old business.

**New Business**

There was no new business.

The meeting adjourned at 1:50 p.m. on a motion by Commissioner Briand.

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Chairman

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Secretary