

MINUTES

Regular Meeting
Dover Housing Authority
November 15, 2005
12:20 p.m.

The Commissioners of the Dover Housing Authority met in regular session on November 15, 2005, at 12:20 p.m. at the Dover Housing Authority office. Those present were: John McCooey; Allan Krans; Barbara Caron; Seymour Osman; and Marjorie Briand. Also present were: Jack Buckley, Executive Director; Otis Perry, Capital Fund Manager; DHA Liaison Officers Joe Caproni and Mark Leno; and May Glovinski, Deputy Director.

The minutes of the regular meeting of September 20, 2005, were presented. Commissioner Osman moved, seconded by Commissioner 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. Commissioner Osman moved, seconded by Commissioner Caron, to approve payroll checks numbered 009502 through 009653; housing checks numbered 026109 through 026327; Section 8 checks numbered 022422 through 022712, and Section 8 Direct Deposit transactions D00469 through D00553; Addison Place checks numbered 002411 through 002455; and Covered Bridge Manor checks numbered 001236 through 001264.

On a roll call vote:

Aye

John McCooey
Allan Krans
Seymour Osman
Barbara Caron
Marjorie Briand

Nay

None

Reports

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

- Reports of the Executive Director dated October 13 and November 10, 2005. The Executive Director discussed his reports at length with the Board and informed them of the status of the waterfront development. No action was necessary.
- Report of Housing Statistics for the Months of September and October 2005. The Board reviewed the reports and no action was necessary.
- Report from DHA Liaison Officer for the Months of September and October 2005. Officer Leno and Officer Caproni discussed the reports with the Board and no action was necessary.
- Reports of Capital Fund Manager dated October 14 and November 10, 2005. Otis Perry discussed his reports with the Board. No action was necessary.
- Report of Senior Supportive Services Coordinator for the Months of October and November 2005. The Board reviewed the report and no action was necessary.
- Family Self-Sufficiency Program Update Dated October 18, 2005. The Board reviewed the report and no action was necessary.
- Financial Reports. The financial reports for the Public Housing program and the Section 8 program for the period ended 08.30.2005 were presented, along with the quarterly investment report for the period ended September 30, 2005. The Board reviewed the reports and no action was necessary.
- Policy Review. The Board reviewed the *Policy on Prospective Housing Sites* and no changes were necessary.

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

Aye

Nay

John McCooey
Allan Krans
Seymour Osman
Barbara Caron
Marjorie Briand

None

Resolutions

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

RESOLUTION NO. 2005-11-01

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Dover Housing Authority, that the Executive Director is authorized to withdraw the sum of \$550.00 in security deposits and \$16.76 in interest, for a total of \$566.76 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 September 30, 2005.

On a roll call vote:

Aye

Nay

John McCooey
Allan Krans
Seymour Osman
Barbara Caron
Marjorie Briand

None

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

RESOLUTION NO. 2005-11-02

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Dover Housing Authority, that the Executive Director is authorized to withdraw the sum of \$900.00 in security deposits and \$57.22 in interest, for a total of \$957.22 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 October 31 2005.

On a roll call vote:

<u>Aye</u>	<u>Nay</u>
John McCooey	None
Allan Krans	
Seymour Osman	
Barbara Caron	
Marjorie Briand	

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

RESOLUTION NO. 2005-11-03

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Dover Housing Authority, that Revision No. 1 to the Capital Fund Program Grant No. NH36P00350105 is hereby approved.

On a roll call vote:

<u>Aye</u>	<u>Nay</u>
John McCooey	None
Allan Krans	
Seymour Osman	

Barbara Caron
Marjorie Briand

Miscellaneous

None.

Old Business

There was no old business.

New Business

There was no new business.

Executive Session

On a motion by Commissioner Caron, seconded by Attorney Krans, the Board recessed regular session at 1:10 p.m. and convened in Executive Session to discuss legal and personnel matters. Executive session adjourned and regular session reconvened at 1:20 p.m. on a motion by Commissioner Caron, seconded by Attorney Krans.

Regular session adjourned at 1:21 p.m. on a motion by Commissioner Osman.

Chairman Date

Secretary Date